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CITY OF TORONTO
DEPARTMENT OF PUBLIC HEALTH

METROPOLITAN TORONTO CENTRAL LIBRARY Municipal Reference

April 1, 1982

To: Local Board of Health

Subject: Department of Public Health Reorganization - Phase Two

Origin: Medical Officer of Health and Executive Director, Management Services Department, April 1, 1982 (c37h1th82014:37)

Comments:

On January 28, 1982, City Council directed the Medical Officer of Health and the Executive Director, Management Services Department, to prepare the basic organization design and specific strategies for implementing Public Health in the 1980's, and further, to report back to City Council within two months with such a plan. This report outlines the proposed reorganization design and makes recommendations to implement the organizational changes in Public Health in the 1980's.

1. BACKGROUND

Since the appointment of the new Medical Officer of Health in August, 1981, his first six months have been spent meeting with staff and community, assessing the Department's strengths and weaknesses, and reviewing the Department's goals and priorities. It is our assessment that, partly through uncertainty about future reorganization and continued Divisional insularity, progress towards implementation of the philosophy and new programs required for the 1980's has been slow. In addition, the operational efficiency of the Department has been impaired by its continued status as an organization in transition. We are therefore recommending as a first priority the early completion of the administrative reorganization proposed in Public Health in the 1980's so that the new Health Areas are in a position to set new program priorities and implement programs in the school year 1982-83.

2. FACT-FINDING

In preparing this report, organization design and implementation strategy have been guided by the policy direction adopted by City Council in Public Health in the 1980's (December 18, 1978). We reaffirm the need to decentralize delivery of public health services, and the need for providers of health care to involve actively

residents/recipients of health care in health planning and service delivery.

A great deal has been learned from the Eastern Health Area experience which has served as a prototype for the decentralized Areas. The Evaluation Task Force Report on the Eastern Health Area was also a source of valuable information and steps are already being taken to implement the Task Force's recommendations adopted by City Council, January 28, 1982.

Over the last six months, visits have been made with staff in each of the public health offices. Extensive meetings have been held with senior managers of the Department, with CUPE Local 79 and COTAPSAI representatives on the Action Team, and further, with members of the Local Board of Health, City Executive Committee and City Council. In addition, a total of 438 scheduled meetings with the community and various components of the health system with which the Department interacts, have taken place. In summary, reorganization has been a subject of extremely wide consultation and fact-finding.

In terms of Reorganization - Phase One, adopted by City Council April 28, 1980, we will be recommending the following changes to that original design:

- greater emphasis should be placed on meshing the Health Areas with the central planning and advisory group by establishing explicit authority and accountability for the Health Areas and clarifying expectations of Central Resources;

- the function of Central Resources should be strengthened to emphasize the importance of credible public health information and health planning in the future direction of the Department;

- the function of the Health Areas should not be changed, although we wish to emphasize that Area goals must be compatible with Department goals;

- the function of the Office of the Medical Officer of Health should be clarified to emphasize importance of maintaining a strong set of Department goals and interaction with the health care system as a whole.

3. ORGANIZATION DESIGN AND DEFINITION OF FUNCTION

The present Department of Public Health consists of nine Divisions and the decentralized Eastern Health Area. We will be proposing a new organization comprised of three groups.

1. Office of the Medical Officer of Health

This office, comprised of the Medical Officer of Health, Executive Assistant, Administration Coordinator and Public Policy Advisor, will provide the central direction of the Department by ensuring that policies of City Council and the Local Board of Health are implemented.

These officers along with the five executive officers from Central Resources and the Health Areas will constitute the senior Management Team in the Department. This Team will direct the overall operations of the Department and maintain a self-regulating and responsive public health system.

2. Health Areas

Four Health Areas consisting of the Downtown, Eastern, Northern and Western Health Areas, will be responsible for delivery of all public health services and promotion and advocacy of good health to residents of the City of Toronto.

3. Central Resources

Central Resources, comprised of four groups of staff with specialized skills in community disease prevention, health information, health promotion and advocacy, and health protection, will be responsible, in conjunction with the Health Areas, for development of coordinated health programs and policies across the City. In addition, they will organize and direct special health initiatives on a City-wide basis.

The organization design is described in detail in Exhibit 2 which follows this report. We believe that the design meets the goals of Public Health in the 1980's by emphasizing a strong community-oriented approach, while retaining central direction of a strong community health information/advocacy function. The functions are clearly defined and address the issues of goals, authority and reporting relationships. The design is sufficiently flexible to draw upon both the skills of existing public health staff and permit changes in program direction without major structural changes. The design will

facilitate health planning and program innovation at both the central and community level, and will allow for greater participation by staff and community in this process.

4. ORGANIZATION ESTABLISHMENT

At the outset of reorganization, the Department of Public Health had a personnel establishment of 525 permanent and 38 temporary and casual employees. As a result of additional grant monies received from the Province of Ontario, City Council recommended that the costs of administrative reorganization and Public Health in the 1980's be carried out with these additional funds, not to exceed $900,000 in 1978 dollars (Executive Committee Report No. 7, May 7, 1979). Over the last three years, pending the completion of the final phase of reorganization, personnel establishment in the Department was authorized to grow to artificially high levels. Of these 29 positions added, 11 were COTAPSAI and 18 were Local 79. The organization design proposed in this report brings the establishment back down to a level within the reorganization formula approved by City Council.

Exhibit 3 summarizes the existing establishment and the proposed establishment for the Department effective July 9, 1982.

	Existing Establishment	Proposed Establishment
Permanent	554	539
Temporary	7	5
Casual	29	29

The net effect of the amendments to establishment outlined in Exhibit 4 is to recommend that 15 permanent and 2 temporary positions be deleted from current levels.

Since the proposed organization design involves dismantlement of the existing specialist Divisional structure and the creation of decentralized multi-disciplinary teams, the symbolic scale of establishment changes is quite extensive.

However, the vast majority of employees will have no change in job title or job function.

1. Office of the Medical Officer of Health

   This group will be comprised of 28 permanent staff with members drawn primarily from the current Administration Services Division. The group, besides ensuring that policies of City Council and the Local Board of Health are carried out, will provide administrative support services to the Medical Officer of Health and the Central Resources Section.

2. Health Areas

   The establishment breakdown for the four Health Areas is as follows:

Downtown	135
Eastern	107
Northern	115
Western	121

   The allocation of permanent staff among these Areas was based on the current distribution of Divisional staff across the City and the Health Area boundaries set by the Local Board of Health (November 10, 1981). For the vast majority of staff being reassigned to Health Areas, it will mean no change in geographic location or job function.

3. Central Resources

   This group will be composed of an amalgam of staff specialists drawn from the Health Advocacy Unit, Public Health Nursing and other Divisions. With an establishment of 33 permanent and 2 temporary staff, the group will continue to provide specialist consulting services and support to Health Areas and assist in development of coordinated health programs and policies across the City.

One of the principles we have insisted upon incorporating into this administrative reorganization is reassignment of permanent staff to positions which make maximum use of their skills and minimize career disruption. While dismantlement of the existing organization means that all staff have to be technically reassigned, only forty-nine staff members (or less than 10% of the current establishment) have been recommended to function under new job titles (See Exhibit 6).

Exhibits 6 and 7 outline specific employee reassignments and personnel recommendations related to the permanent employees currently on the staff of the Department of Public Health. In summary:

Eastern Health Area - No Change	101
Reassignments - Exhibit 7	369
Personnel Recommendations - Exhibit 6	49
New Positions - Exhibit 4, Schedule A	20
Total Proposed Permanent Establishment	539

As a result of this reorganization, some permanent APS employees will be in the position of having their jobs deleted and reclassified to new positions at a lower wage grade. These employees will have an opportunity to apply for recommended new jobs being advertised and will be provided with the protection of the "Policy - Status of Employees Involved in Departmental Reorganizations".

We feel however, that the preliminary ratings given to the positions of Psychiatric Advisor and Communicable Disease Control and Epidemiology Advisor may not be in line with the general market value of such specialist medical services. These public health specialists will be conducting special studies and need to be retained under reorganization.

We shall, therefore, be recommending that the Medical Officer of Health undertake a study to determine whether the preliminary ratings are in line with market value for these positions, and if there is a discrepancy, the Medical Officer of Health will report to City Executive and make recommendations for an out of schedule rate to be applied to the two positions. In the meantime, the two incumbents assigned to these positions will be protected at their existing wage grades pending the completion of this study.

As a result of reorganization, one permanent C.U.P.E. Local 79 employee will be in the position of having their job deleted and not being offered another equivalent position. This employee will retain their existing job classification and job description until the employee has been successful in promotion competition or offered another job.

Since it has been necessary to have a total of fourteen temporary staff to fill positions being phased-out/deleted in

reorganization, it is recommended that these temporary employees be retained within the Department until final selection for new positions has been made through existing procedures for filling of all permanent Local 79 vacancies.

Temporary employees who are not appointed in this reorganization and who are not successful in promotion calls within the Department of Public Health will be given consideration for jobs in other City Departments. The Personnel Division of Management Services Department will make every effort to ensure their placement within the Civic Service in comparable positions.

The senior management of the Department of Public Health has met with each permanent employee to discuss their proposed reassignment and, by and large, employee preferences and needs have been met. Each permanent employee has been advised in writing of their reassignment under reorganization.

This report has been submitted to officials of CUPE Local 79 and COTAPSAI for comment and their replies are attached.

5. BUDGET

During the past four years, the Department has held extensive discussions with the City's Budget Review Group concerning the impact of the reorganization on the City's budget. In 1979, after the Province decided to increase the public health grant to Metropolitan Toronto municipalities, City Council agreed to devote the lion's share of these funds ($900,000 in 1978 dollars) to the Department. This formula allowed the City to apply annually a certain proportion of the additional grant money ($400,000) towards a reduction in the mill-rate levy and, at the same time, provide funds for reorganization.

In terms of reorganization, after provision for inflationary increases in City budgets over the period 1978-82, these additional grant monies have been budgeted as follows:

Additional Staffing & Job Evaluation	$ 513,900
Administrative Overhead Reorganization (Training, Equipment, Computer Terminals, etc.)	126,000
Space Requirements	120,600

Public Health in the 1980's	450,450
	$1,210,950

After reviewing the allocation of these additional grant monies and the surpluses turned back by the Department in the last three fiscal years, the Department has met its commitment to keep recurring costs of reorganization within the formula. Sufficient funds to implement this final phase of reorganization have been included in the 1982 Estimates of the Department.

6. SPACE

As part of this final phase of decentralization of the Department of Public Health, it will be necessary to move a certain number of employees out of City Hall into the Health Areas. Last December, discussions were held with the Budget Review Group and it was agreed that the Department of Public Health would give up its space on the 8th Floor, East Tower, and seek in its place equivalent rented space in the Western Health Area. 5,600 square feet of suitable space has been found at 2340 Dundas Street West. This space request has been reviewed by the SPODS Committee and will be the subject of a separate report from the Commissioner of City Property.

Consistent with City Council policy related to the equipment and space costs associated with reorganization, it is necessary to request that $50,000 be provided from the 1982 Contingency Account for the above purpose. This sum will rise to an annualized cost of $75,000 in 1983.

7. TRAINING AND DEVELOPMENT

Under reorganization, responsibility and resources for staff training and development will be located at several points within the Department.

1. Office of the Medical Officer of Health

The responsibility for Department-wide training coordination and long-range planning will be carried by the Executive Assistant reporting through the Department Management Team. In addition, the Administration Coordinator will be responsible for providing advice and

support to the Central Resources Coordinators and Health Area Business Managers on clerical training.

2. Health Areas

The Health Area Managers will carry the responsibility and authority for staff training and development for their Areas.

3. Central Resources

The staff of the four Central Resources Groups will each carry the responsibility for creating and maintaining training materials and activities with respect to their professional specializations.

The Central Resources Groups will offer their resources and services to the Health Areas for staff training purposes and will work jointly with the appropriate Health Area staff to determine exactly how the Central Resources Groups can best serve the training needs of an Area.

As part of the Department's training effort prior to reorganization, the City established a training budget of $30,000 for the Department. Over the past two years, these funds have been used for staff development in public communication, problem-solving, stress training and orientation to Public Health in the 1980's. In addition, Department of Public Health staff have had the highest attendance of any City Department at the in-house training courses conducted by Management Services Department.

In 1982, emphasis has and will be focused on clerical training for reorganization in July. Beginning in April, the Administration Services Division will be conducting intensive on-the-job training for those clerical employees listed in the Personnel Recommendations, Exhibit 7. After on-the-job training in City Hall, the Health Area Business Managers will be expected to carry out follow-up orientation to the same employees at the Health Area level.

The other clerical staff being reassigned to positions in the Health Areas and the Office of the Medical Officer of Health will require less intensive training, but will be provided with orientation and on-the-job training as required. As an example, as ATMS terminals are made available to the Health Areas, a suitable number of clerical staff will be provided with appropriate skill upgrading by Management Services Department.

8. STRATEGIES FOR IMPLEMENTATION

The Evaluation Task Force Report adopted by City Council on January 28, 1982, provided an analysis of management issues which are the key to making implementation of the final stage of reorganization a success. Specific recommendations were made on such matters as program and Health Area planning, community relations, information systems, authority and responsibility clarification, office systems and staff development. With a reorganization of this size and scope, and with the daily demands on the Department staff to provide day-to-day services, allocating time to strategic preplanning is difficult. Nevertheless, the Department of Public Health has begun responding to the Evaluation Task Force Report recommendations on implementation strategy. Specifically, the following steps have taken place:

- Thirteen of the sixteen Health Area Managers have been hired and have begun operation as Area Management Teams.

- Area Management Teams have met with the local aldermen and school trustees and subsequently drafted terms of reference for the Community Advisory Boards planned for their Health Areas.

- Area Management Teams have commenced work on program planning and are holding preliminary meetings with staff who are to be reassigned to their Health Areas.

- Work is proceeding with development of the Department's information systems. Staff are currently working on the 1982 Community Health Survey and redesigning the VD Statistics Collection System.

- Authority and responsibility clarification have been built into the organization design.

- A one-day orientation seminar for Public Health in the 1980's has been held for all Department of Public Health staff.

The success of this reorganization will depend largely on successful leadership and problem-solving ability. City Council has requested further evaluation of the Department of Public Health reorganization in 1985. The effectiveness of the organization design and implementation strategy for Public Health in the 1980's can be best judged at that time.

Work on the evaluation should begin immediately in order to prepare the evaluation for Council, and to meet the Public

Health in the 80's objective of creating a "self-regulating" Department. The new Community Health Information group will coordinate this Department of Public Health evaluation effort.

9. TIMETABLE

We have already emphasized the need to complete the administrative reorganization of the Department at the earliest feasible date. The recommendations that follow will facilitate this timetable and it is anticipated that the reorganization can be completed by July 9, 1982.

RECOMMENDATIONS

1. That the proposed organization design of the reorganized Department of Public Health be approved as described in Exhibit 2.

2. That the proposed establishment of the reorganized Department of Public Health be approved as described in Exhibit 3.

3. That the amendments to establishment of the Department of Public Health be approved as described in Exhibit 4.

4. That the position descriptions for new positions be approved as described in Exhibit 9.

5. That the reassignment list of permanent employees be approved as described in Exhibit 7.

6. That the personnel recommendations related to employees who are being reassigned at an existing or lower wage grade and/or promoted to new positions be approved as described in Exhibit 6.

7. That permanent APS employees in a position of having their jobs deleted and being reclassified to new positions at a lower wage grade will be provided with the protection of the "Policy - Status of Employees Involved in Departmental Reorganizations".

8. That the one permanent C.U.P.E. Local 79 employee not being offered another equivalent position retain the existing job classification and job description until the employee has been successful in promotion competition or offered another job.

9. That the Medical Officer of Health prepare a report for the City Executive Committee on the preliminary rating of the

Psychiatric Advisor and Communicable Disease Control and Epidemiology Advisor positions compared to the general market value of such specialist medical services. In the interim, the two incumbents assigned to these positions will be protected at their existing wage grades pending the completion of this study.

10. That the remaining new positions be advertised in accordance with the Civic Employee Promotion, Policy and Guidelines procedures, and the Collective Agreements (Exhibit 4 - Schedule A).

11. That the Department of Public Health be granted the authority to retain those temporary employees who are currently filling permanent positions being deleted. This would remain in effect until final selection has been made through existing procedures for the filling of all new permanent Local 79 positions created through reorganization. In addition, the Personnel Services Division of Management Services will make every effort to ensure their placement within the Civic Service in comparable positions.

12. That Dr. O.M. Rampersaud be appointed Preventive Clinical Services Manager and Associate Medical Officer of Health at a salary of $56,199 per annum effective April 16, 1982, subject to the approval of the Minister of Health and further, that authority be granted for the introduction of the necessary Bill in City Council to give effect thereto.

13. That an honorarium for the Central Resource Executive Officer of $2,500 per annum be approved as described in Exhibits 5.11.

14. That funds in the amount of $50,000 be provided from the 1982 Contingency Account to provide appropriate rented space at 2340 Dundas Street West, and such sums be allocated to the City Property Department for this purpose.

15. That the administrative reorganization of the Department of Public Health be scheduled to take effect July 9, 1982.

A. L. Stinson
Executive Director,
Management Services Department

C. S. Clayton
Medical Officer of Health

Attach.

CITY OF TORONTO

DEPARTMENT OF PUBLIC HEALTH

REORGANIZATION - PHASE TWO

APRIL, 1982

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EXHIBIT 1

DEPARTMENT OF PUBLIC HEALTH
ORGANIZATION DESIGN
EXISTING DEPARTMENT

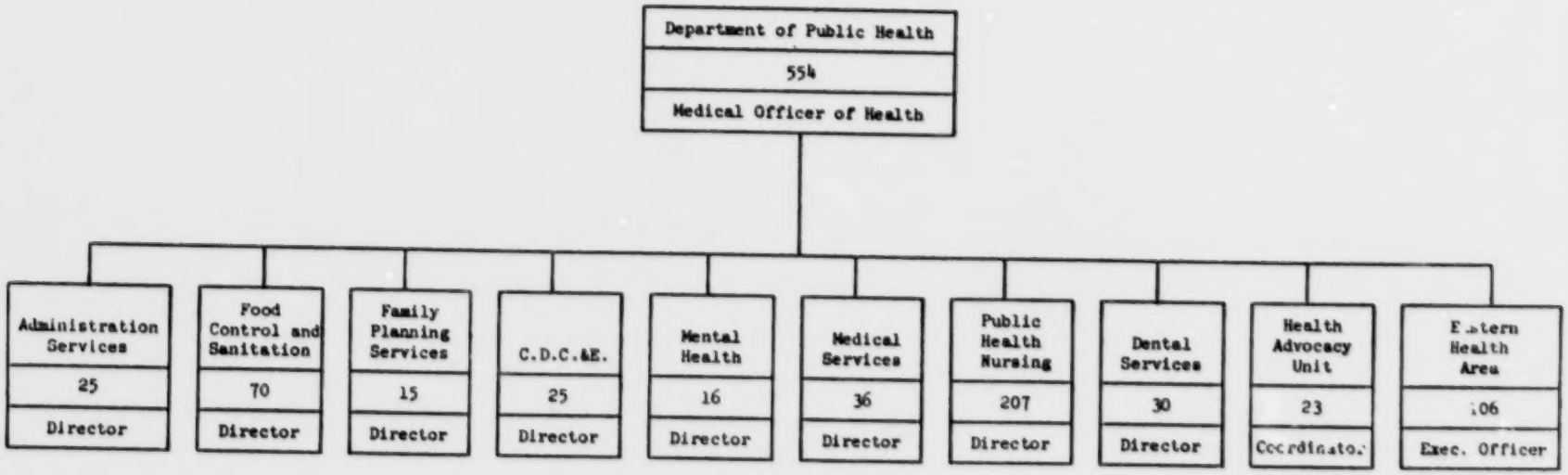
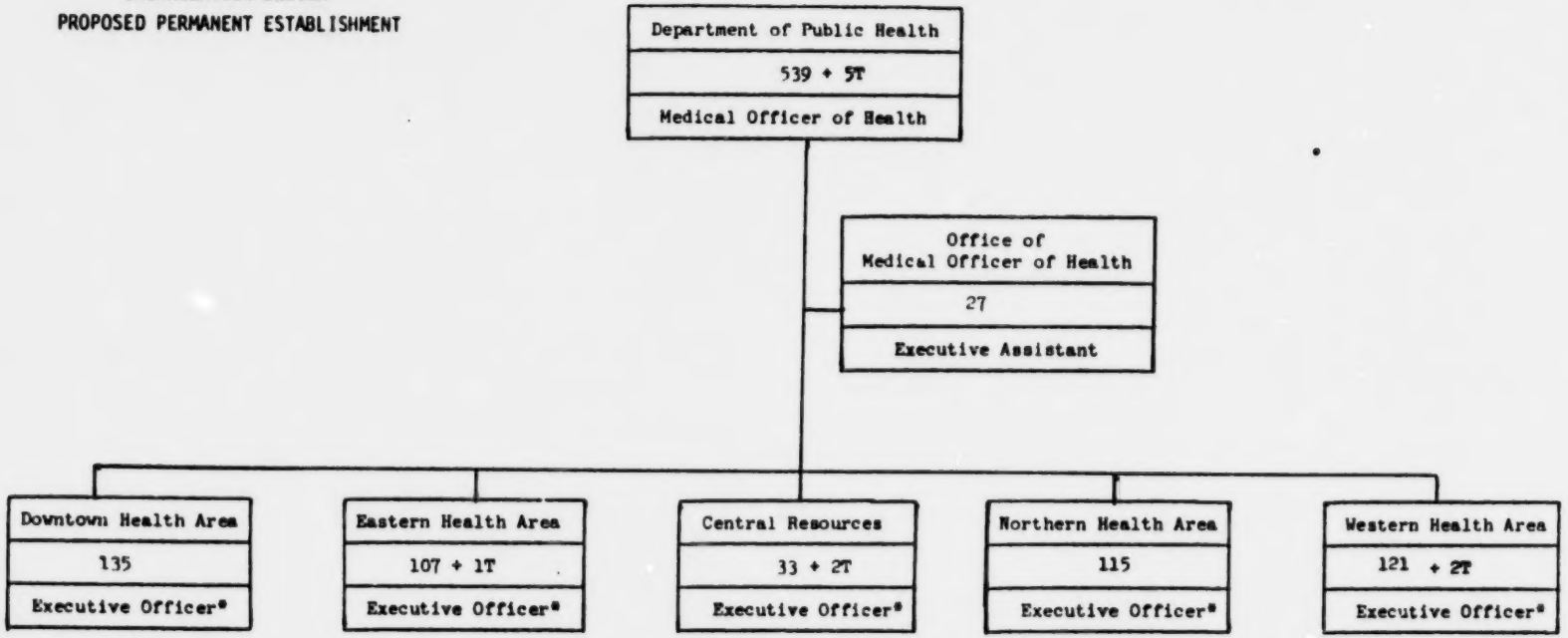


EXHIBIT 2

DEPARTMENT OF PUBLIC HEALTH
ORGANIZATION DESIGN
PROPOSED PERMANENT ESTABLISHMENT



* Executive Officer will be one of the four Area Managers/four Central Resources Coordinators and be assigned as a joint appointment by the Medical Officer of Health.

LEGEND

Office of Medical Officer of Health	See Exhibit 2.1	Central Resources	See Exhibit 2.6
Downtown Health Area	See Exhibit 2.2	Northern Health Area	See Exhibit 2.4
Eastern Health Area	See Exhibit 2.3	Western Health Area	See Exhibit 2.5

EXHIBIT 2.1

DEPARTMENT OF PUBLIC HEALTH
OFFICE OF THE MEDICAL OFFICER OF HEALTH
PROPOSED ORGANIZATION CHART

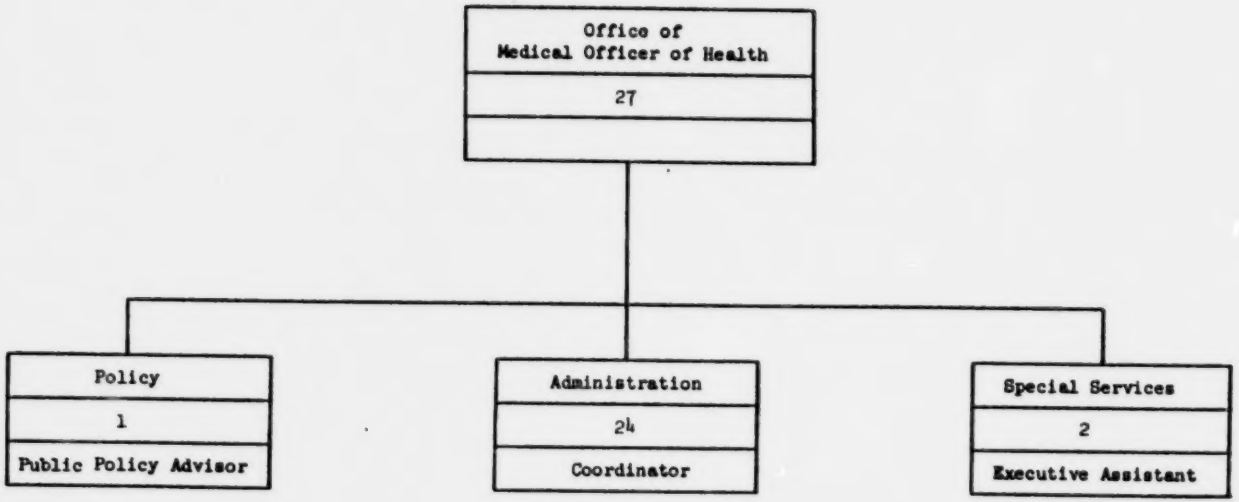
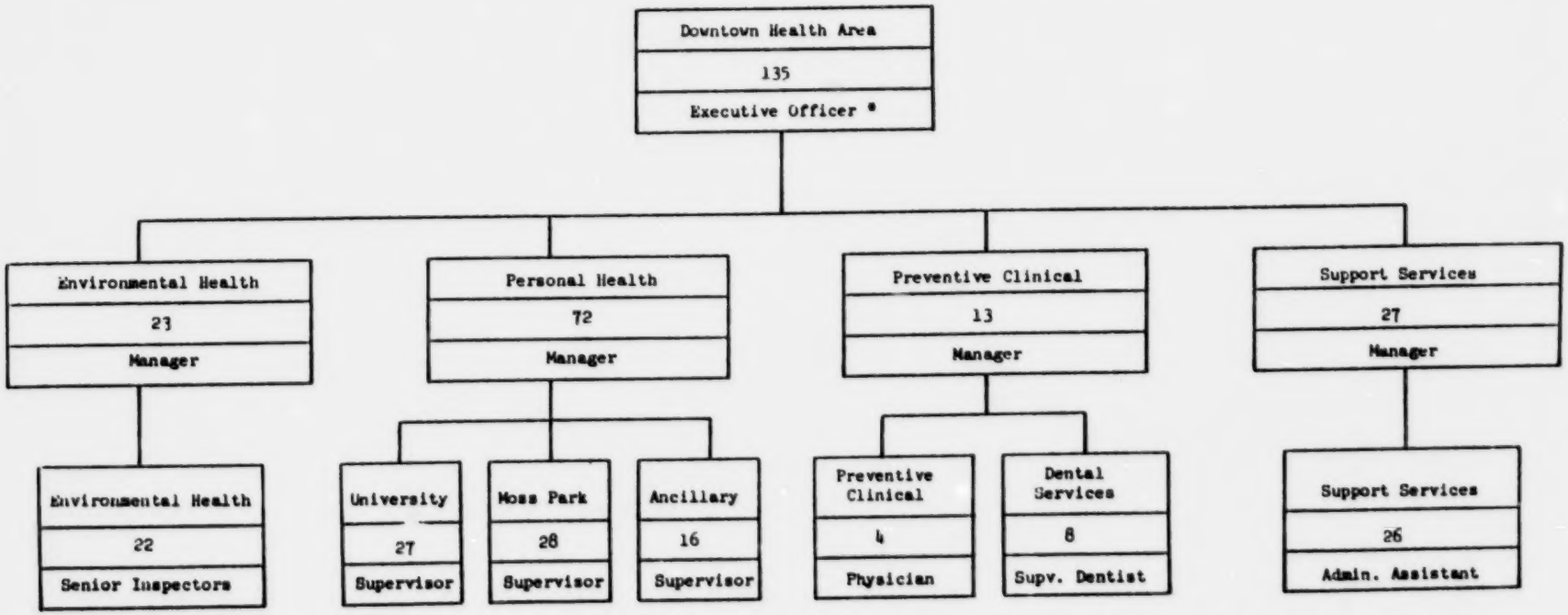


EXHIBIT 2.2

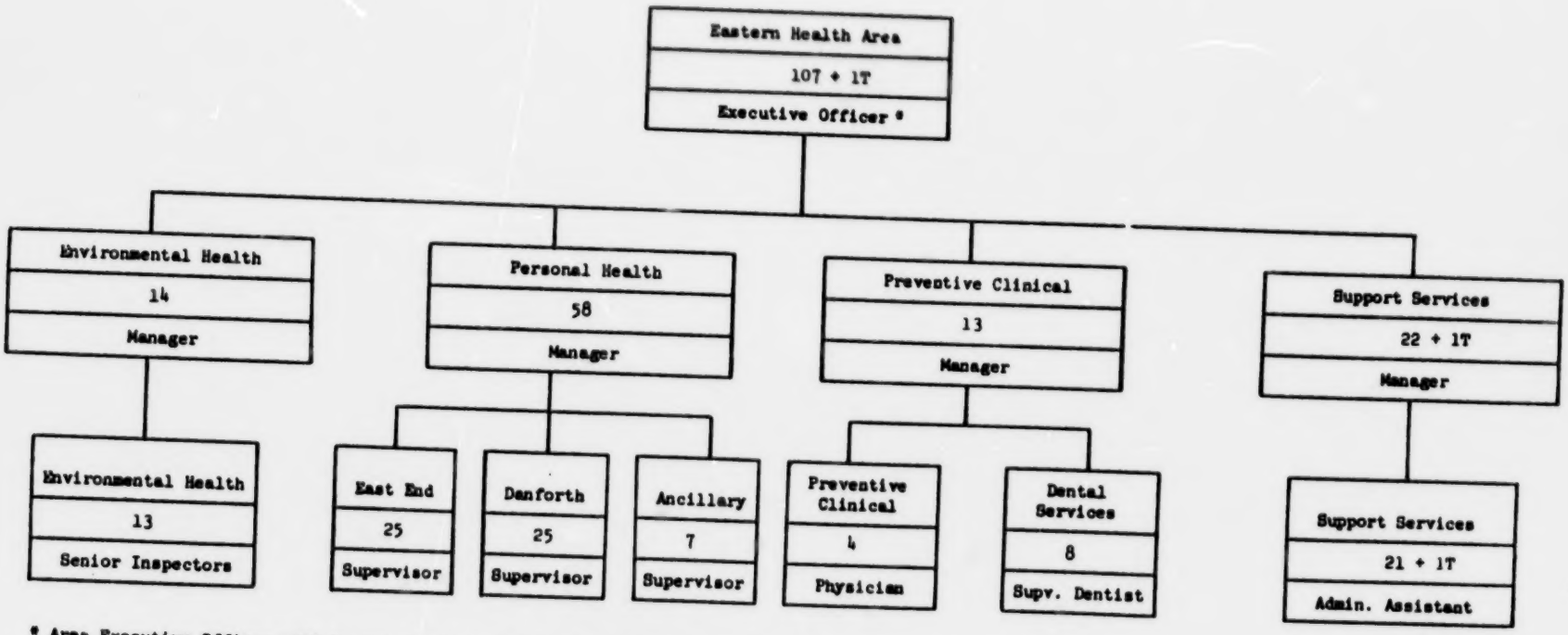
DEPARTMENT OF PUBLIC HEALTH
DOWNTOWN HEALTH AREA
PROPOSED ORGANIZATION CHART



* Area Executive Officer will be one of the four Area Managers and be assigned to that post by the Medical Officer of Health as a joint appointment.

DEPARTMENT OF PUBLIC HEALTH
EASTERN HEALTH AREA
PROPOSED ORGANIZATION CHART

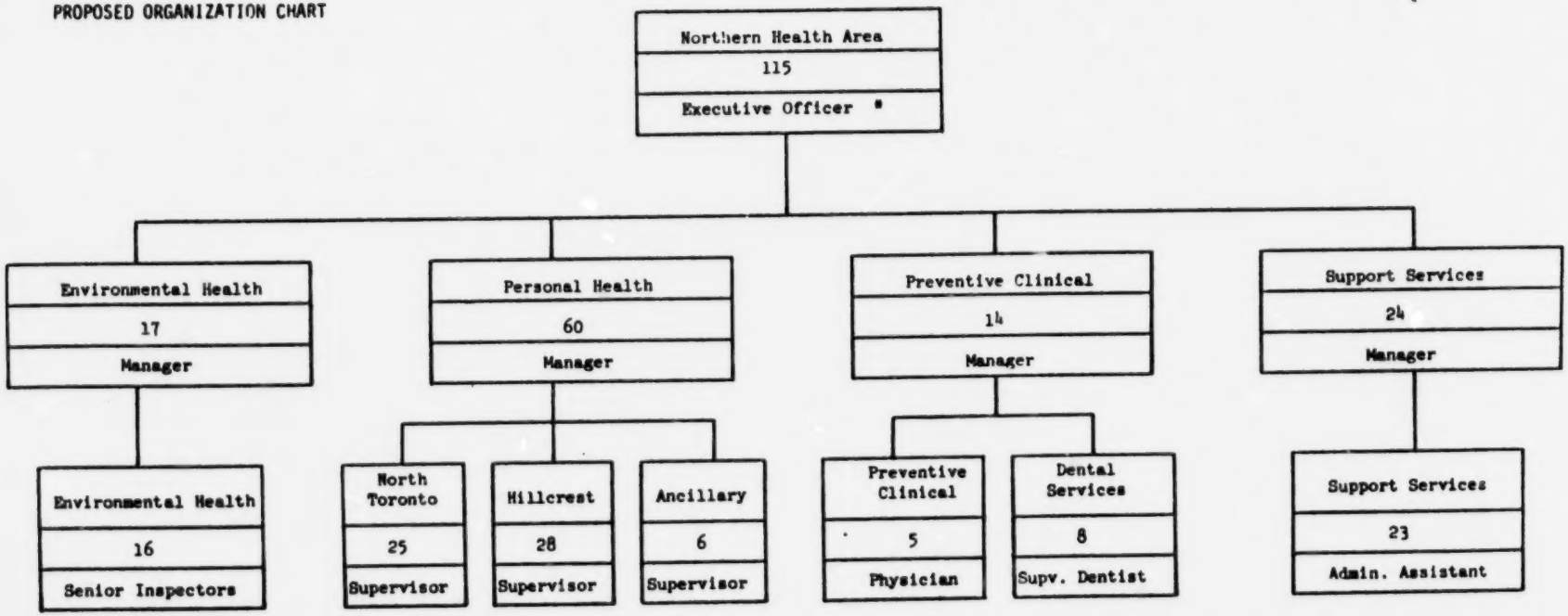
EXHIBIT 2.3



* Area Executive Officer will be one of the four Area Managers and be assigned to that post by the Medical Officer of Health as a joint appointment.

EXHIBIT 2.4

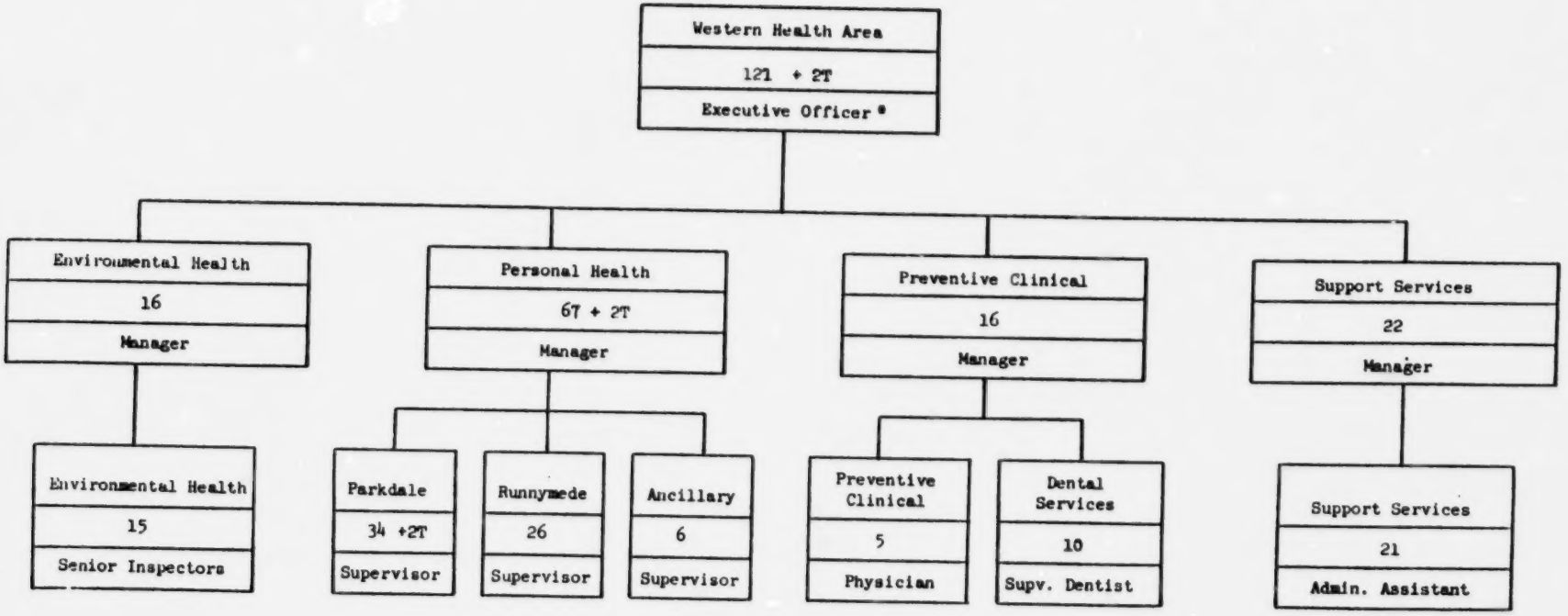
DEPARTMENT OF PUBLIC HEALTH
NORTHERN HEALTH AREA
PROPOSED ORGANIZATION CHART



* Area Executive Officer will be one of the four Area Managers and be assigned to that post by the Medical Officer of Health as a joint appointment.

DEPARTMENT OF PUBLIC HEALTH
WESTERN HEALTH AREA
PROPOSED ORGANIZATION CHART

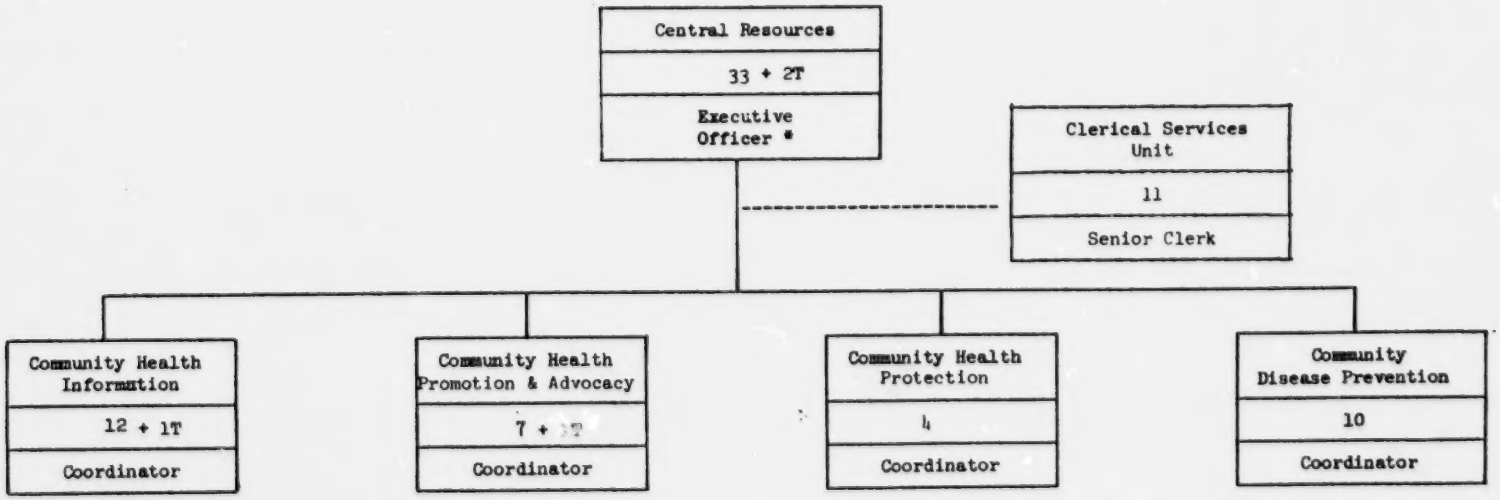
EXHIBIT 2.5



* Area Executive Officer will be one of the four Area Managers and be assigned to that post by the Medical Officer of Health as a joint appointment.

EXHIBIT 2.6

DEPARTMENT OF PUBLIC HEALTH
CENTRAL RESOURCES
PROPOSED ORGANIZATION CHART



* Central Resources Executive Officer will be one of the four Central Resources Coordinators and be assigned to that post by the Medical Officer of Health as a joint appointment.

----- Clerical Services Unit is part of office of the M.O.H.

Local Board of Health April 1, 1982

EXHIBIT 3

ESTABLISHMENT - PROPOSED DEPARTMENT

STAFFING

Existing Establishment		Proposed Establishment	
Permanent	554	Permanent	539
Temporary	7	Temporary	5
Casual	29	Casual	29

Net Reduction* 17 Positions

SALARIES

Permanent	$14,541,682	Permanent	$14,337,659
Temporary	180,563	Temporary	126,595
Casual	1,103,114	Casual	1,103,114

Net Reduction* $257,991

* See Exhibit 4 - Amendments to Establishment for Reconciliation

APS Salaries are quoted at 1982 Rates
Local 79 Salaries are quoted at 1981 Rates

EXHIBIT 3.1

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

SUMMARY OF ESTABLISHMENT

EXISTING ESTABLISHMENT

DIVISION	STAFF		SALARIES			DIVISION	STAFF		SALARIES		
	PERM.	TEMP.	PERMANENT	TEMPORARY	CASUAL		PERM.	TEMP.	PERMANENT	TEMPORARY	CASUAL
1. Administration Services	25		698,095			7. Public Health Nursing	210	5	5,323,226	129,534	
2. Food Control & Sanitation	70		1,863,163			8. Dental Services	30		754,430		
3. Family Planning Services	15		427,465			9. Health Advocacy	23		656,076		
4. Communicable Disease Control	25		644,438			10. Eastern Health Area	106	1	2,760,439	24,537	
5. Mental Health	16	1	472,626	26,492		11. Casual					1,103,114
6. Medical Services	34		941,724								

STAFF: 554 Permanent
7 Temporary
29 Casual

SALARIES: $14,541,682
$ 180,563
$ 1,103,114

EXHIBIT 3.1

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

SUMMARY OF ESTABLISHMENT

PROPOSED ESTABLISHMENT

DIVISION	STAFF PERM.	STAFF TEMP.	SALARIES PERMANENT	SALARIES TEMPORARY	SALARIES CASUAL
1. Office of the Medical Officer of Health	28		728,134		
2. Downtown Health Area	135		3,532,078		
3. Eastern Health Area	107	1	2,805,876	24,537	
4. Northern Health Area	115		3,003,945		
5. Western Health Area	121	2	3,166,038	52,984	
6. Community Health Information	12	1	347,388	24,537	
7. Community Health Promotion & Advocacy	7	1	246,717	24,537	
8. Community Health Protection	4		136,659		
9. Community Disease Prevention	10		370,824		
10. Casual					1,103,114

STAFF: 539 Permanent
5 Temporary
29 Casual

SALARIES: $14,337,659
$ 126,595
$ 1,103,114

EXHIBIT 3.2

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

OFFICE OF THE MEDICAL OFFICER OF HEALTH

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Medical Officer of Health (11637)	Admin.	1	58,263-72,861	72,861	HDS	Medical Officer of Health (11637)	1	58,263-72,861	72,861	HDS
Special Services Assistant (10547)	Admin.	1	36,339-45,456	45,456	APS	Executive Assistant	1	36,339-45,456	45,456	APS
Unit Coordinator (10564)	H.A.U.	1	40,450-50,590	50,590	APS	Public Policy Advisor	1	38,166-47,794	47,794	APS
Director, Administration Services (11525)	Admin.	1	40,450-50,590	50,590	APS	Administration Coordinator	1	40,450-50,590	50,590	APS
Secretary (12057)	Admin.	1	15,749-18,672	18,672	79	Secretary (12057)	1	15,749-18,672	18,672	79
Secretary to Medical Officer of Health (12659)	Admin.	1	22,162-25,322	25,322	EXC	Secretary to Medical Officer of Health (12659)	1	22,162-25,322	25,322	EXC
Clerk Grade 3 (18020)	Admin.	1	9,793-11,601	11,601	79					
						Assistant Committee Secretary (18137)	1	22,582-25,523	25,523	79
Receptionist, Clerk-Typist (18100)	H.A.U.	1	13,794-16,717	16,717	79	Receptionist, Clk. Typ. (18100)	1	13,794-16,717	16,717	79
Clerk Receptionist (12092)	Admin.	1	13,794-16,717	16,717	79	Clerk Receptionist (12092)	1	13,794-16,717	16,717	79
Office Clerk (12359)	Nursing	1	12,807-15,749	15,749	79	Office Clerk (12359)	1	12,807-15,749	15,749	79
Payroll Clerk (12187)	Admin.	1	13,794-16,717	16,717	79	Payroll Clerk (12187)	1	13,794-16,717	16,717	79
Senior Clerk, Public Health Nursing (12061)	Nursing	1	22,582-25,523	25,523	79	Senior Central Resources Clerk	1	22,582-25,523	25,523	79
		1					1			APS
File Maintenance Clerk (12454)	Admin.	1	15,749-18,672	18,672	79	File Maintenance Clerk (12454)	1	15,749-18,672	18,672	79
Health Accounting Supervisor (11374)	Admin.	1	28,830-36,083	36,083	APS	Health Accounting Supervisor (11374)	1	28,830-36,083	36,083	APS

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

OFFICE OF THE MEDICAL OFFICER OF HEALTH

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Tabulation Clerk (18334)	H.A.U.	1	15,749-18,672	18,672	79	Tabulation Clerk (18334)	1	15,749-18,672	18,672	79
Senior Secretary (18135)	H.A.U.	1	18,672-21,613	21,613	79					
Clerk Consultants (12099)	Nursing	4	14,762-17,704	70,816	79	Clerk-Consultant (12099)	4	14,762-17,704	70,816	79
Secretary to Director of Medical Services (12058)	Medical	1	18,672-21,613	21,613	79	Senior Secretary, Central Resources	2	18,672-21,613	43,226	79
Personnel & Payroll Clerk (12437)	Nursing	1	13,794-16,717	16,717	79	Personnel & Payroll Clerk (12437)	1	13,794-16,717	16,717	79
Day Nurseries & Loding Homes Clerk (12470)	Nursing	1	14,762-17,704	17,704	79	Day Nurseries & Lodging Homes Clerk (12470)	1	14,762-17,704	17,704	79
Clerk Typist (12000)	Mental	1	13,749-16,717	16,717	79	Clerk Typist (12000)	1	13,749-16,717	16,717	79
Personnel Records Clerk (12060)	Admin.	1	19,659-22,582	22,582	79	Senior Personnel Clerk	1	21,613-24,537	24,537	79
Senior Payroll Clerk (12183)	Admin.	1	18,672-21,613	21,613	79	Senior Budget Clerk	1	21,613-24,537	24,537	79
Administrative Supervisor (11377)	Fam. Plng.	1	24,847-30,456	30,456	APS	Administrative Supversivor (11377)	1	24,847-30,456	30,456	APS
T.B. & R.D. Supervisor (10506)	C.D.C.&E.	1	29,433-32,356	32,356	79	T.B. & R.D. Supervisor (10506)	1	29,433-32,356	32,356	79
TOTAL PERMANENT		28		712,129			28		728,134	

EXHIBIT 3.3

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

DOWNTOWN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
PREVENTIVE CLINICAL										
Prev. Clinical Services Manager & Associate M.O.H. (10558)	Medical	1	44,926-56,199	56,199	APS	Prev. Clinical Services Manager & Associate M.O.H. (10558)	1	44,926-56,199	56,199	APS
Ass't. Director, Medical Services (10548)	Medical	1	40,450-50,590	50,590	APS	Area Physician (10540)	1	38,166-47,794	47,794	APS
Registered Nurse Audiometric (10512)	Medical	1	21,613-24,537	24,537	79	Registered Nurse Audiometric (10512)	1	21,613-24,537	24,537	79
Dentist (Full-Time) (10537)	Dental	1	36,339-45,456	45,456	APS	Dentist (Full-Time) (10537)	1	36,339-45,456	45,456	APS
Director of Dental Services (10551)	Dental	1	42,697-53,403	53,403	APS	Supervisor and Advisor Dental Services	1	38,166-47,794	47,794	APS
Dental Hygienist (10520)	Dental	3	21,613-24,537	73,611	79	Dental Hygienist (10520)	3	21,613-24,537	73,611	79
Dental Assistant - Treat. & Prev. (10526)	Dental	3	17,704-20,627	61,881	79	Dental Assistant (10526)	3	17,704-20,627	61,881	79
Community Health Officer (18141)	HAU	1	27,478-30,401	30,401	79	Community Health Officer (18141)	2	27,478-30,401	60,802	79
ENVIRONMENTAL HEALTH										
Director, Food Control & Sanitation (11418)	Food & San.	1	42,697-53,403	53,403	APS	Environmental Hlth. Mgr. & Advisor (11418)	1	42,697-53,403	53,403	APS
Senior Public Health Inspector (19535)	Food & San.	3	26,492-29,433	88,299	79	Senior Public Health Inspector (19535)	3	26,492-29,433	88,299	79
Public Health Inspector (10503)	Food & San.	2	23,568-26,492	52,984	79					
Public Health Inspector (19534)	Food & San.	14	23,568-26,492	370,888	79	Public Health Inspector (19534)	16	23,568-26,492	423,872	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

DOWNTOWN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Chief Public Health Inspector (19533)	Food & San.	1	29,433-32,356	32,356	79					
Pest Control Investigator (19536)	Food & San.	3	19,659-22,582	67,746	79	Pest Control Investigator (19536)	3	19,659-22,582	67,746	79
PERSONAL HEALTH										
Director, Public Health Nursing (10549)	Nursing	1	42,697-53,403	53,403	APS	Personal Hlth. Srvs. Mgr. & Advisor (10549)	1	42,697-53,403	53,403	APS
Area Nursing Supervisor (10543)	Nursing	2	33,324-41,692	83,384	APS	Personal Health Services Supervisor (10562)	2	33,324-41,692	83,384	APS
District Public Health Nurse (10513)	Nursing	45	23,568-26,492	1,192,140	79	District Public Health Nurse (10513)	44	23,568-26,492	1,165,648	79
Registered Nurse - V.D. (10505)	C.D.C.&E.	4	22,582-25,523	102,092	79	Registered Nurse - V.D. (10505)	4	22,582-25,523	102,092	79
Public Health Nurse - V.D. (10521)	C.D.C.&E.	5	24,537-27,478	137,390	79	Public Health Nurse - V.D. (10521)	5	24,537-27,478	137,390	79
P.H.N. - Mental Health Specialist (10508)	Mental	2	26,492-29,433	58,866	79	P.H.N. - Mental Health Specialist (10508)	2	26,492-29,433	58,866	79
P.H.N. - T.B. Section (10507)	C.D.C.&E.	3	24,537-27,478	82,434	79	P.H.N. - T.B. Section (10507)	1	24,537-27,478	27,478	79
Registered Nurse - District Office (10514)	Nursing	1	21,613-24,537	24,537	79	Registered Nurse - District Office (10514)	1	21,613-24,537	24,537	79
Registered Nurse - Immunization (10522)	Medical	1	21,613-24,537	24,537	79	Registered Nurse - Immunization (10522)	1	21,613-24,537	24,537	79
Registered Nurse - Special Srvs. (10529)	Medical	1	21,613-24,537	24,537	79	Registered Nurse - Special Srvs. (10529)	1	21,613-24,537	24,537	79
Registered Nursing Assistant (10524)	Nursing	4	16,717-19,659	78,636	79	Registered Nursing Assistant (10524)	4	16,717-19,659	78,636	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

DOWNTOWN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Family Planning Community Worker (10501)	Fam. Plng.	2	21,613-24,537	49,074	79	Family Planning Community Worker (10501)	2	21,613-24,537	49,074	79
Supervisor, Immunization Section (10542)	Medical	1	28,830-36,083	36,083	APS	Supervisor, Health Services	1	28,830-36,083	36,083	APS
Venereal Disease Nursing Supervisor (10504)	C.D.C.&E.	1	29,433-32,356	32,356	79	Personal Hlth. Srvs. Sup. Ancillary Hlth. (10563)	1	33,324-41,692	41,692	APS
Assistant Supervisor (10523)	Nursing	3	27,478-30,401	91,203	79	Assistant Supervisor (10523)	1	27,478-30,401	30,401	79
						Public Health Nutritionist	1	25,523-28,446	28,446	79
SUPPORT SERVICES										
Business Manager (10561)	Admin.	1	38,166-47,794	47,794	APS	Business Manager (10561)	1	38,166-47,794	47,794	APS
		1					1			
Courier (19041)	Admin.	1	20,233	20,233	79	Courier (19041)	1	20,233	20,233	79
Packer (12219)	Medical	1	12,807-15,749	15,749	79	Packer (12219)	1	12,807-15,749	15,749	79
Senior Immunization Clerk (12438)	Medical	1	13,794-16,717	16,717	79	Senior Immunization Clerk (12438)	2	13,794-16,717	33,434	79
Office Services Clerk (12054)	Admin.	1	19,659-22,582	22,582	79	Area Office Services Clerk (12689)	1	17,704-20,627	20,627	79
Immunization Clerk (12055)	Medical	1	12,807-15,749	15,749	79	Immunization Clerk (12055)	1	12,807-15,749	15,749	79
Secretary (12455)	Nursing	1	16,717-19,659	19,659	79					
Personnel & Records Clerk (12053)	Food & San.	1	16,717-19,659	19,659	79					
Clerk Typist (12467)	Medical	1	14,762-17,704	17,704	79	Secretary to Area Manager (12688)	3	16,717-19,659	58,977	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

DOWNTOWN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Supplies & Equipment Control Clerk (12215)	Nursing	1	15,749-18,672	18,672	79	Supplies and Equipment Control Clerk (12215)	1	15,749-18,672	18,672	79
General Clerk-Typist (12096)	C.D.C.&E.	1	14,762-17,704	17,704	79	General Clerk-Typist (12096)	1	14,762-17,704	17,704	79
Records & Statistics Clerk (12095)	C.D.C.&E.	1	14,762-17,704	17,704	79	Records & Stats. Clerk (12095)	1	14,762-17,704	17,704	79
Data Input Retrieval Clerk (12560)	Food & San.	1	15,749-18,672	18,672	79	Data Input Clerk (12560)	1	15,749-18,672	18,672	79
Records & Statistics Clerk (12095)	C.D.C.&E.	1	14,762-17,704	17,704	79	Clerk-Typist (12467)	1	14,762-17,704	17,704	79
Medical Clerk-Typist (12401)	Medical	1	14,762-17,704	17,704	79	Medical Clerk-Typist (12401)	1	14,762-17,704	17,704	79
Medical Clerk-Typist (12465)	Nursing	9	14,762-17,704	159,336	79					
Medical Services Clerk (12097)	Medical	1	14,762-17,704	17,704	79	Medical Clerk-Typist (12465)	2	14,762-17,704	159,336	79
Stenographer (12436)	Food & San.	2	15,749-18,672	37,344	79	Medical Services Clerk (12097)	1	14,762-17,704	17,704	79
Clerk Typist Quarantine (12094)	Food & San.	1	14,762-17,704	17,704	79					
Records & Statistics Clerk (12095)	C.D.C.&E.	2	14,762-17,704	35,408	79					
Receptionist Clerk-Typist (12343)	Dental	1	13,794-16,717	16,717	79	Receptionist Clerk-Typist (12343)	1	13,794-16,717	16,717	79
TOTAL PERMANENT		144		3,720,645			137		3,532,076	

EXHIBIT 3.4

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

EASTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
PREVENTIVE CLINICAL										
Prev. Clinical Srvs. Mgr. & Associate M.O.H. (10558)	Eastern	1	44,926-56,199	56,199	APS	Prev. Clinical Srvs. Mgr. & Associate M.O.H. (10558)	1	44,926-56,199	56,199	APS
P.H. Physician, School Health Srvs. (10538)	Eastern	1	38,166-47,794	47,794	APS	Area Public Health Physician (10538)	1	38,166-47,794	47,794	APS
Registered Nurse Audiometric (10512)	Eastern	1	21,613-24,537	24,537	79	Registered Nurse Audiometric (10512)	1	21,613-24,537	24,537	79
Dentist (Full-Time) (10537)	Eastern	1	36,339-45,456	45,456	APS	Supervisor, Dental Services	1	38,166-47,794	47,794	APS
Dental Hygienist (10520)	Eastern	3	21,613-24,537	73,611	79	Dental Hygienist (10520)	3	21,613-24,537	73,611	79
Dental Ass't., Treat. & Prev. (10526)	Eastern	4	17,704-20,627	82,508	79	Dental Assistant (10526)	4	17,704-20,627	82,508	79
Area Community Relations Assistant (12982)	Eastern	1	24,537-27,478	27,478	79					79
Community Health Officer (18141)	H.A.U.	1	27,478-30,401	30,401	79	Community Health Officer (18141)	2	27,478-30,401	60,802	79
ENVIRONMENTAL HEALTH										
Environmental Hlth. & Inspection Srvs. Mgr. (10559)	Eastern	1	40,450-50,590	50,590	APS	Environmental Hlth. & Inspection Srvs. Mgr. (10559)	1	40,450-50,590	50,590	APS
Senior Public Health Inspector (19535)	Eastern	2	26,492-29,433	58,866	79	Senior Public Health Inspector (19535)	2	26, 492-29,433	58,866	79
Public Health Inspector (19534)	Eastern	8	23,568-26,492	211,936	79	Public Health Inspector (19534)	9	23,568-26,492	238,428	79
Pest Control Investigator (19536)	Eastern	2	19,659-22,582	45,164	79	Pest Control Investigator (19536)	2	19,659-22,582	45,164	79
Public Health Inspector (19534)	Eastern	1	23,568-26,492	26,492	79					

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

EASTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
PERSONAL HEALTH										
Personal Health Srvs. Manager (10560)	Eastern	1	40,450-50,590	50,590	APS	Personal Health Srvs. Manager (10560)	1	40,450-50,590	50,590	APS
Personal Health Srvs. Supervisor (10562)	Eastern	2	33,324-41,692	83,384	APS	Personal Health Srvs. Supervisor (10562)	2	33,324-41,692	83,384	APS
District Public Health Nurse (10513)	Eastern	36	23,568-26,492	953,712	79	District Public Health Nurse (10513)	36	23,568-26,492	953,712	79
P.H.N. - V.D. (10521)	Eastern	1	24,537-27,478	27,478	79	P.H.N. - V.D. (10521)	1	24,537-27,478	27,478	79
P.H.N. - Mental Health Specialist (10508)	Eastern	2	26,492-29,433	58,866	79	P.H.N. - Mental Health Specialist (10508)	2	26,492-29,433	58,866	79
P.H.N. - Tuberculosis Section (10507)	Eastern	1	24,537-27,478	27,478	79	P.H.N. - Tuberculosis Section (10507)	1	24,537-27,478	27,478	79
Registered Nurse - Immunization (10522)	Eastern	2	21,613-24,537	49,074	79	Registered Nurse - Immunization (10522)	2	21,613-24,537	49,074	79
Registered Nursing Assistant (10524)	Eastern	6	16,717-19,659	117,954	79	Registered Nursing Assistant (10524)	6	16,717-19,659	117,954	79
Family Planning Comm. Worker (10501)	Eastern	2	21,613-24,537	49,074	79	Family Planning Community Worker (10501)	2	21,613-24,537	49,074	79
Personal Hlth. Srvs. Supervisor-Ancillary Health (10563)	Eastern	1	33,324-41,692	41,692	APS	Personal Hlth. Srvs. Supervisor-Ancillary Health (10563)	1	33,324-41,692	41,692	APS
Assistant Nutrition Consultant (10527)	Eastern	1	25,523-28,446	28,446	79	Area Nutrition Consultant (10527)	1	25,523-28,446	28,446	79
Assistant Supervisor (10523)	Nursing	1	27,478-30,401	30,401	79	Assistant Supervisor (10523)	1	27,478-30,401	30,401	79
P.H.N. - Mental Health (10509)	Eastern	2	24,537-27,478	54,956	79	P.H.N. - Mental Health (10509)	2	24,537-27,478	54,956	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

EASTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
SUPPORT SERVICES										
Business Manager (10561)	Eastern	1	38,166-47,794	47,794	APS	Business Manager (10561)	1	38,166-47,794	47,794	APS
Admin. Ass't. to Area Management Team (11555)	Eastern	1	25,907-32,338	32,338	APS	Administrative Assistant (11555)	1	25,907-32,338	32,338	APS
Courier (19041)	Eastern	1	20,233	20,233	79	Courier (19041)	1	20,233	20,233	79
Senior Immunization Clerk (12438)	Eastern	1	13,794-16,717	16,717	79	Senior Immunization Clerk (12438)	1	13,794-16,717	16,717	79
Area Office Services Clerk (12689)	Eastern	1	17,704-20,627	20,627	79	Area Office Services Clerk (12689)	1	17,704-20,627	20,627	79
Immunization Clerk (12055)	Eastern	1	12,807-15,749	15,749	79	Immunization Clerk (12055)	1	12,807-15,749	15,749	79
Secretary to Area Manager (12688)	Eastern	3	16,717-19,659	58,977	79	Secretary to Area Manager (12688)	3	16,717-19,659	58,977	79
Senior Secretary to Area Exec. Officer (12687)	Eastern	1	18,672-21,613	21,613	79					
Area Personnel & Payroll Clerk (12690)	Eastern	1	17,704-20,627	20,627	79	Area Personnel & Payroll Clerk (12690)	1	17,704-20,627	20,627	79
Area Budget & Accounting Clerk (12727)	Eastern	1	16,717-19,659	19,659	79	Area Budget & Accounting Clerk (12727)	1	16,717-19,659	19,659	79
Area Supplies Clerk (12227)	Eastern	1	14,762-17,704	17,704	79	Area Supplies Clerk (12227)	1	14,762-17,704	17,704	79
Keypunch Clerk-Typist (12184)	Eastern	1	14,762-17,704	17,704	79	Keypunch Clerk-Typist (12184)	1	14,762-17,704	17,704	79
General Clerk-Typist (12096)	Eastern	1	14,762-17,704	17,704	79	General Clerk-Typist (12096)	1	14,762-17,704	17,704	79
Receptionist General Clerk (12367)	Eastern	1	14,762-17,704	17,704	79	Receptionist General Clerk (12367)	1	14,762-17,704	17,704	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

EASTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Clerk Typist - Mental Health (12000)	Eastern	1	13,794-16,717	16,717	79					
Clerk Consultant (12099)	Eastern	1	14,762-17,704	17,704	79	Clerk Consultant (12099)	1	14,762-17,704	17,704	79
Medical Clerk-Typist (12465)	Eastern	4	14,762-17,704	70,816	79	Medical Clerk-Typist (12465)	5	14,762-17,704	88,520	79
Receptionist Clerk-Typist (12371)	Eastern	1	13,794-16,717	16,717	79	Receptionist Clerk-Typist (12371)	1	13,794-16,717	16,717	79
TOTAL PERMANENT		108		2,821,241			107		2,805,876	
TEMPORARY										
Area Health Data Analyst (22726)	Eastern	1	21,613-24,537	24,537	79	Area Health Data Analyst (22726)	1	21,613-24,537	24,537	79
		1		24,537			1		24,537	

EXHIBIT 3.5

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

NORTHERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
PREVENTIVE CLINICAL										
Prev. Clinical Srvs. Mgr. & Associate M.O.H. (10558)	Medical	1	44,926-56,199	56,199	APS	Prev. Clinical Srvs. Mgr. & Associate M.O.H. (10558)	1	44,926-56,199	56,199	APS
P.H. Physician - Immun. & Clinics (10539)	Medical	1	38,166-47,794	47,794	APS	Area Public Health Physician (10539)	1	38,166-47,794	47,794	APS
Audiometric Services Supervisor (10541)	Medical	1	28,830-36,083	36,083	APS	Audiometric Services Supervisor (10541)	1	28,830-36,083	36,083	APS
Registered Nurse - Audiometric (10512)	Medical	1	21,613-24,537	24,537	79	Registered Nurse - Audiometric (10512)	1	21,613-24,537	24,537	79
Dentist (Full-Time) (10537)	Dental	1	36,339-45,456	45,456	APS	Supervisor, Dental Services	1	38,166-47,794	47,794	APS
Dental Hygienist (10520)	Dental	3	21,613-24,537	73,611	79	Dental Hygienist (10520)	3	21,613-24,537	73,611	79
Dental Assistant-Treat. & Prevention (10526)	Dental	3	17,704-20,627	61,881	79	Dental Assistant (10526)	4	17,704-20,627	82,508	79
Receptionist Clerk-Typist (12343)	Dental	1	13,794-16,717	16,717	79					
						Community Health Officer (18141)	2	27,478-30,401	69,802	79
ENVIRONMENTAL HEALTH										
Environ. Hlth. & Inspec. Srvs. Manager (10559)	Food & San.	1	40,450-50,590	50,590	APS	Environ. Hlth. & Inspec. Srvs. Manager (10559)	1	40,450-50,590	50,590	APS
Senior Public Health Inspector (19535)	Food & San.	2	26,492-29,433	58,866	79	Senior Public Health Inspector (19535)	2	26,492-29,433	58,866	79
Public Health Inspector (19534)	Food & San.	12	23,568-26,492	317,904	79	Public Health Inspector (19534)	12	23,568-26,492	317,904	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

NORTHERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Pest Control Investigator (19536)	Food & San.	2	19,659-22,582	45,164	79	Pest Control Investigator (19536)	2	19,659-22,582	45,164	79
PERSONAL HEALTH										
Personal Hlth. Services Manager (10560)	Nursing	1	40,450-50,590	50,590	APS	Coordinator, Healthiest Babies Possible (10527)	1	25,523-28,446	28,446	79
P.H. Nursing Area Supervisor (10543)	Nursing	2	33,324-41,692	83,384	APS	Personal Hlth. Services Manager (10560)	1	40,450-50,590	50,590	APS
District Public Health Nurse (10513)	Nursing	39	23,568-26,492	1,033,188	79	Personal Hlth. Services Supervisor (10562)	2	33,324-41,692	83,384	APS
P.H.N. - V.D. (10521)	C.D.C.&E.	1	24,537-27,478	27,478	79	District Public Health Nurse (10513)	39	23,568-26,492	1,033,188	79
P.H.N. - Mental Health Specialist (10508)	Mental	2	26,492-29,433	58,866	79	P.H.N - V.D. (10521)	1	24,537-27,478	27,478	79
Registered Nurse-District Office (10514)	Nursing	1	21,613-24,537	24,537	79	P.H.N. - Mental Health Specialist (10508)	2	26,492-29,433	58,866	79
Registered Nurse Immunization (10522)	Medical	1	21,613-24,537	24,537	79	Registered Nurse-District Office (10514)	1	21,613-24,537	24,537	79
Registered Nursing Assistant (10524)	Nursing	8	16,717-19,659	157,272	79	Registered Nurse Immunization (10522)	1	21,613-24,537	24,537	79
Family Planning Community Worker (10501)	Fam. Plng.	2	21,613-24,537	49,074	79	Registered Nursing Assistant (10524)	7	16,717-19,659	137,613	79
Mental Health Supervisor (10510)	Mental	1	29,433-32,356	32,356	79	Family Planning Community Worker (10501)	2	21,613-24,537	49,074	79
Registered Nurse - Dist. (10514)	Medical	1	21,613-24,537	24,537	79	Pers. Hlth. Srvs. Super. Ancillary (10563)	1	33,324-41,692	41,692	APS
Assistant Supervisor (10523)	Nursing	3	27,478-30,401	91,203	79	Public Health Nutritionist	1	25,523-28,446	28,446	79
						Assistant Supervisor (10523)	1	27,478-30,401	30,401	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

NORTHERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
SUPPORT SERVICES										
Business Manager (10561)	Admin.	1	38,166-47,794	47,794	APS	Business Manager (10561)	1	38,166-47,794	47,794	APS
Administration Supervisor (11382)	Food & San.	1	25,907-32,338	32,338	APS	Administrative Assistant (11555)	1	25,907-32,338	32,338	APS
Audiometric Clerk (12489)	Medical	1	13,794-16,717	16,717	79	Audiometric Clerk (12489)	1	13,794-16,717	16,717	79
Audiometric Secretary (12468)	Medical	1	16,717-19,659	19,659	79	Audiometric Secretary (12468)	1	16,717-19,659	19,659	79
Courier (19041)	Admin.	1	20,233	20,233	79	Courier (19041)	1	20,233	20,233	79
Senior Immunization Clerk (12438)	Medical	2	13,794-16,717	33,434	79	Senior Immunization Clerk (12438)	1	13,794-16,717	16,717	79
Food & San. Complaint Clerk (12923)	Food & San.	1	17,704-20,627	20,627	79	Area Office Services Clerk (12689)	1	17,704-20,627	20,627	79
Immunization Clerk (12055)	Medical	1	12,807-15,749	15,749	79	Immunization Clerk (12055)	1	12,807-15,749	15,749	79
Secretary (12057)	Admin.	1	15,749-18,672	18,672	79	Secretary to Area Manager (12688)	3	16,717-19,659	58,977	79
Personnel & Payroll Clerk (12098)	Nursing	1	16,717-19,659	19,659	79	Area Personnel & Payroll Clerk (12690)	1	17,704-20,627	20,627	79
						Area Budget & Accountg. Clerk (12727)	1	16,717-19,659	19,659	79
Supplies Clerk (12202)	Nursing	1	13,794-16,717	16,717	79	Area Supplies Clerk (12202)	1	14,762-17,704	17,704	79
Equipment Inventory Clerk (12201)	Admin.	1	14,762-17,704	17,704	79	Equipment Inventory Clerk (12201)	1	14,762-17,704	17,704	79
General Clerk-Typist (12096)	C.D.C.&E.	1	14,762-17,704	17,704	79	General Clerk-Typist (12096)	1	14,762-17,704	17,704	79
						Records and Statistics Clerk (12095)	1	14,762-17,704	17,704	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

NORTHERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Medical Clerk-Typist (12465)	Nursing	5	14,762-17,704	88,520	79	Medical Clerk-Typist (12465)	7	14,762-17,704	123,928	79
Receptionist Clerk-Typist (12093)	Fam. Plng.	2	13,794-16,717	33,434	79					
General Clerk-Typist (12096)	C.D.C.&E.	1	14,762-17,704	17,704	79					
Clerk-Typist (12000)	Mental	2	13,794-16,717	33,434	79					
Procedures Clerk (12439)	Nursing	1	13,794-16,717	16,717	79					
General Office Clerk (12402)	Dental	1	19,659-22,582	22,582	79					
Clerk Receptionist (12440)	Dental	1	14,762-17,704	17,704	79					
TOTAL PERMANENT		118		3,018,926			114		3,003,945	

EXHIBIT 3.6

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

WESTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
PREVENTIVE CLINICAL										
Director of Medical Services (10545)	Medical	1	44,926-56,199	56,199	APS	Preventive Clinical Srvs. Manager & Assoc. Medical Officer of Health (10558)	1	44,926-56,199	56,199	APS
Physician, Community Health Inspections (10540)	Medical	1	38,166-47,794	47,794	APS	Area Physician (10540)	1	38,166-47,794	47,794	APS
Registered Nurse Audiometric (10512)	Medical	1	21,613-24,537	24,537	79	Registered Nurse Audiometric (10512)	1	21,613-24,537	24,537	79
Dentist (Full-Time) (10537)	Dental	1	36,339-45,456	45,456	APS	Supervisor, Dental Services	1	38,166-47,794	47,794	APS
Dental Hygienist (10520)	Dental	4	21,613-24,537	98,148	79	Dental Hygienist (10520)	4	21,613-24,537	98,148	79
Dental Assistant, Treat. & Prev. (10526)	Dental	5	17,704-20,627	103,135	79	Dental Assistant (10526)	5	17,704-20,627	103,135	79
Community Development Coordinator (18164)	Nursing	1	27,478-30,401	30,401	79	Registered Nurse (10528)	1	21,613-24,537	24,537	79
Director, Family Plann. Services (11419)	Fam. Plng.	1	42,697-53,403	53,403	APS	Community Health Officer (18141)	2	27,478-30,401	60,802	79
ENVIRONMENTAL HEALTH										
Environmental Hlth. & Inspect. Srvs. Manager (10559)	Food & San.	1	40,450-50,590	50,590	APS	Environmental Hlth. & Inspect. Srvs. Manager (10559)	1	40,450-50,590	50,590	APS
Senior Public Health Inspector (19535)	Food & San.	2	26,492-29,433	58,866	79	Senior Public Health Inspector (19535)	2	26,492-29,433	58,866	79
Public Health Inspector (19534)	Food & San.	10	23,568-26,492	264,920	79	Public Health Inspector (19534)	11	23,568-26,492	291,412	79
Public Health Inspector (10503)	Food & San.	1	23,568-26,492	26,492	79					79
Chief Public Health Inspector (19533)	Food & San.	1	29,433-32,356	32,356	79					

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

WESTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Pest Control Investigator (19536)	Food & San	2	19,659-22,582	45,164	79	Pest Control Investigator (19536)	2	19,659-22,582	45,164	79
PERSONAL HEALTH										
Personal Health Services Manager (10560)	Nursing	1	40,450-50,590	50,590	APS	Personal Health Services Manager (10560)	1	40,450-50,590	50,590	APS
Public Health Nursing Area Supervisor (10543)	Nursing	2	33,324-41,692	83,384	APS	Personal Health Services Supervisor (10562)	2	33,324-41,692	83,384	APS
District Public Health Nurse (10513)	Nursing	44	23,568-26,492	1,165,648	79	District Public Health Nurse (10513)	43	23,568-26,492	1139,156	79
Public Health Nurse - V.D. (10521)	C.D.C. & F.	1	24,537-27,478	27,478	79	Public Health Nurse - V.D. (10521)	1	24,537-27,478	27,478	79
Public Health Nurse - Mental Health Specialist (10508)	Mental	2	26,492-29,433	58,866	79	Public Health Nurse - Mental Hlth. Specialist (10508)	2	26,492-29,433	58,866	79
Assistant Mental Health Supervisor (10511)	Mental	1	27,478-30,401	30,401	79	Assistant Supervisor (10523)	1	27,478-30,401	30,401	79
Registered Nurse Immunization (10522)	Medical	1	21,613-24,537	24,537	79	Registered Nurse Immunization (10522)	1	21,613-24,537	24,537	79
Registered Nursing Assistant (10524)	Nursing	6	16,717-19,659	117,954	79	Registered Nursing Assistant (10524)	7	16,717-19,659	137,613	79
Registered Nurse - T.B. & R.D. (10533)	C.D.C.&E.	1	22,582-25,523	25,523	79	Registered Nurse - T.B. & R.D. (10533)	1	22,582-25,523	25,523	79
Family Planning Community Worker (10501)	Fam. Plng.	2	21,613-24,537	49,074	79	Family Planning Comm. Worker (10501)	2	21,613-24,537	49,074	79
Supervisor, Community Development Workers (10536)	Fam. Plng.	1	30,383-37,965	37,965	APS	Personal Health Services Ancillary Health (10563)	1	33,324-41,692	41,692	APS
Registered Nurse - CPR (10528)	Medical	1	21,613-24,537	24,537	79					79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

WESTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Assistant Nutrition Consultant (10527)	Nursing	1	25,523-28,446	28,446	79	Public Health Nutritionist	1	25,523-28,446	28,446	79
Assistant Supervisor (10523)	Nursing	3	27,478-30,401	91,203	79	Assistant Supervisor (10523)	1	27,478-30,401	30,401	79
Public Health Nurse Mental Health (10509)	Mental	3	24,537-27,478	82,434	79	Public Health Nurse Mental Health (10509)	3	24,537-27,478	82,434	79
SUPPORT SERVICES										
Business Manager (10561)	Admin.	1	38,166-47,794	47,794	APS	Business Manager (10561)	1	38,166-47,794	47,794	APS
Statistical Services Supervisor (11376)	H.A.U.	1	27,368-34,220	34,220	APS	Administrative Assistant (11555)	1	25,907-32,338	32,338	APS
Courier (19401)	Medical	1	20,233	20,233	79	Courier (19401)	1	20,233	20,233	79
Senior Immunization Clerk (12438)	Medical	1	13,794-16,717	16,717	79	Senior Immunization Clerk (12438)	1	13,794-16,717	16,717	79
Secretary, Medical Services (12466)	Medical	1	16,717-19,659	19,659	79	Area Office Services Clerk (12689)	1	17,704-20,627	20,627	79
Immunization Clerk (12055)	Medical	1	12,807-15,749	15,749	79	Immunization Clerk (12055)	1	12,807-15,749	15,749	79
School Health Program Clerk Typist (12490)	Medical	1	15,749-18,672	18,672	79					
Receptionist, General Clerk (12366)	Dental	1	15,749-18,672	18,672	79					
Secretary, Unit Coordinator (18110)	H.A.U.	1	16,717-19,659	19,659	79	Secretary to Area Manager (12688)	3	16,717-19,659	58,977	79
Personnel & Records Clerk (12053)	Food & San.	1	16,717-19,659	19,659	79	Area Personnel & Payroll Clerk (12690)	1	17,704-20,627	20,627	79
Senior Accounting Clerk (12185)	Admin.	1	17,704-20,627	20,627	79	Area Budget & Accounting Clerk (12727)	1	16,717-19,659	19,659	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

WESTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Clerk Typist, Quarantine (12094)	Food & San.	1	14,762-17,704	17,704	79	Clerk Typist, Quarantine (12094)	1	14,762-17,704	17,704	79
Receptionist, General Clerk (12367)	Food & San.	1	14,762-17,704	17,704	79	Area Supplies Clerk (12227)	1	14,762-17,704	17,704	79
Statistics Records & File Clerk (12059)	Nursing	1	14,762-17,704	17,704	79	Stats. & Records Clerk (12059)	1	14,762-17,704	17,704	79
Receptionist Clerk-Typist (12093)	Fam. Plng.	1	13,794-16,717	16,717	79	Medical Clerk-Typist (12465)	1	14,762-17,704	17,704	79
Medical Clerk Typist (12465)	Nursing	5	14,762-17,704	88,520	79	Medical Services Clerk-Typist (12469(	1	14,762-17,704	17,704	79
Medical Services Clerk Typist (12469)	Medical	1	14,762-17,704	17,704	79					
Clerk - Special Projects (12456)	Nursing	1	14,762-17,704	17,704	79	Medical Clerk-Typist (12465)	5	14,762-17,704	88,520	79
Mail Clerk (12319)	Admin.	1	10,852-13,794	13,794	79	Clerk -Special Project (12456)	1	14,762-17,704	17,704	79
Receptionist Clerk-Typist (12365)	Admin.	1	15,749-18,672	18,672	79					
Receptionist Clerk-Typist (12372)	Medical	1	13,794-16,717	16,717	79					
Assistant Food & San. Complaint Clerk (12939)	Food & San.	1	15,749-18,672	18,672	79					
TOTAL PERMANENT		128		3,348,774			120		3,166,038	

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

WESTERN HEALTH AREA

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
TEMPORARY										
Assistant Nutrition Consultant (20527)	Nursing	3	25,523-28,446	85,338	79					
Community Health Worker (28709)	Nursing	1	23,568-26,492	26,492	79	Community Health Worker (28709)	1	23,568-26,492	26,492	79
Adult Protective Services Worker (20532)	Mental	1	23,568-26,492	26,492	79	Adult Protective Services Worker (20532)	1	23,568-26,492	26,492	79
Special Projects Clerk (22465)	Nursing	1	14,762-17,704	17,704	79					
TOTAL TEMPORARY		6		156,026			2		52,984	

EXHIBIT 3.7

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

COMMUNITY HEALTH INFORMATION

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
						Coordinator (New)	1	36,339-45,456	45,456	APS
Coordinator Research & Information (11378)	Fam. Plng.	1	27,368-34,220	34,220	APS	Coordinator Research & Information (11378)	1	27,368-34,220	34,220	APS
Epidemiologist (18155)	H.A.U.	1	33,324-41,692	41,692	APS	Epidemiologist (18155)	1	33,324-41,692	41,692	APS
Biostatistician (10207)	H.A.U.	1	34,877-43,574	43,574	APS	Biostatistician (10207)	1	34,877-43,574	43,574	APS
Senior Statistical Clerk (12182)	H.A.U.	1	19,659-22,582	22,582	79	Senior Statistical Clerk (12182)	1	19,659-22,582	22,582	79
Keypunch Clerk Typist (12184)	H.A.U.	4	14,762-17,704	70,816	79	Keypunch Clerk Typist (12184)	3	14,762-17,704	53,112	79
Library Control Clerk (12056)	Admin.	1	13,794-16,717	16,717	79	Library Control Clerk (12056)	1	13,794-16,717	16,717	79
Library Maintenance Officer (18134)	H.A.U.	1	18,672-21,613	21,613	79	Information Centre Assistant (18134)	1	18,672-21,613	21,613	79
Supervisor, Office Services (11375)	Admin.	1	22,965-28,593	28,593	APS	Chief Clerk, Vital Statistics (11375)	1	22,965-28,593	28,593	APS
Health Planner (18153)	H.A.U.	1	31,845-39,829	39,829	APS	Health Planner (18153)	1	31,845-39,829	39,829	APS
TOTAL PERMANENT		12		319,636			12		347,388	
TEMPORARY						Area Health Data Analyst (22726)	1	21,613-24,537	24,537	79
TOTAL TEMPORARY							1		24,537	

EXHIBIT 3.8

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

COMMUNITY HEALTH PROMOTION

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
						Coordinator (New)	1	36,339-45,456	45,456	APS
Health Promotion Officer (18136)	H.A.U.	2	27,478-30,401	60,802	79	Health Promotion Officer (18136)	2	27,478-30,401	60,802	79
Health Educator (18142)	H.A.U.	2	27,478-30,401	60,802	79	Health Educator (18142)	2	27,478-30,401	60,802	79
Coordinator, Public Relations (11380)	Fam. Plng.	1	30,383-37,965	37,965	APS	Coordinator, Public Relations (11380)	1	30,383-37,965	37,965	APS
Health Advocate (18154)	H.A.U.	1	33,324-41,692	41,692	APS	Health Advocate (18154)	1	33,324-41,692	41,692	APS
TOTAL PERMANENT		6		201,261			7		246,717	
TEMPORARY										
						Multicultural Community Worker	1	21,613-24,537	24,537	79
TOTAL TEMPORARY							1		24,537	

EXHIBIT 3.9

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

COMMUNITY HEALTH PROTECTION

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
						Coordinator (New)	1	36,339-45,456	45,456	APS
Investigative Researcher (18133)	H.A.U.	1	27,478-30,401	30,401	79	Investigative Researcher (18133)	2	27,478-30,401	60,802	79
T.B. & R.D. Supervisor		1					1			
Public Health Inspector (10503)	Food & San.	1	23,568-26,492	26,492	79	Education Consultant Health Protection	1	27,478-30,401	30,401	79
TOTAL PERMANENT		2		56,893			4		136,659	

EXHIBIT 3.10

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

COMMUNITY DISEASE PREVENTION

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
						Coordinator (New)	1	36,339-45,456	45,456	APS
School Health Consultant (10519)	Nursing	1	27,478-30,401	30,401	79	School Health Consultant (10519)	1	27,478-30,401	30,401	79
Maternal & Child Hlth. Consultant (10516)	Nursing	1	27,478-30,401	30,401	79	Maternal & Child Hlth. Consultant (10516)	1	27,478-30,401	30,401	79
Rehab. & Adult Hlth. Consultant (10515)	Nursing	1	27,478-30,401	30,401	79	Rehab. & Adult Hlth. Consultant (10515)	1	27,478-30,401	30,401	79
Coordinator-Program Plng. & Family Plng. (11379)	Fam. Plng.	1	28,830-36,083	36,083	APS	Coordinator-Program Plng. & Family Plng. (11379)	1	28,830-36,083	36,083	APS
Psychologist (10304)	Mental	1	33,324-41,692	41,692	APS	Psychologist (10304)	1	33,324-41,692	41,692	APS
Director of Mental Health Division (10553)	Mental	1	47,155-58,994	58,994	APS	Psychiatric Advisor	1	38,166-47,794	47,794	APS
Nutrition Consultant (10525)	Nursing	1	27,478-30,401	30,401	79	Nutrition Consultant (10525)	1	27,478-30,401	30,401	79
Educational Consultant (10517)	Nursing	1	27,478-30,401	30,401	79	Educational Consultant (10517)	1	27,478-30,401	30,401	79
Director, C.D.C. & E. (10552)	C.D.C.&E.	1	42,697-53,403	53,403	APS	C.D.C. & E. Advisor	1	38,166-47,794	47,794	APS
TOTAL PERMANENT		9		340,177			10		370,824	

EXHIBIT 3.11

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

CASUAL

(Full-Time Equivalents)

EXISTING ESTABLISHMENT						PROPOSED ESTABLISHMENT				
POSITION	CURRENT DIVISION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.	POSITION	NO.	SALARY RANGE	TOTAL AT MAXIMUM RATES	UNION AFF.
Student Field Investigators (38058)	Food & San.	3		41,382	NON	Student Field Investigators (38058)	3		41,382	NON
Psychiatrist (30306)	Mental	0.25		18,200	NON	Psychiatrist (30306)	0.25		18,200	NON
Physicians (30554)	Medical	5.50		320,320	NON	Physicians (30554)	5.50		320,320	NON
Colour Vision Technician (30557)	Medical	0.25		4,915	NON	Colour Vision Technician (30557)	0.25		4,915	NON
Dentists (30555)	Dental	9.00		491,400	NON	Dentists (30555)	9.00		491,400	NON
Dental Assistant (30530)	Dental	11.00		226,897	NON	Dental Assistant (30530)	11.00		226,897	NON
TOTAL CASUAL		29		1,103,114			29		1,103,114	

EXHIBIT 4 - SCHEDULE A

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

AMENDMENTS TO ESTABLISHMENT

INVOLVING DELETION OF VACANT POSITIONS/CREATION OF NEW POSITIONS

ADDITIONS TO ESTABLISHMENT (To be Filled by Promotion Calls)					DELETIONS FROM ESTABLISHMENT				
POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.	POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.
Coordinator (New)	4	36,339-45,456	181,824	APS	Senior Accounting Clerk (12185)	1	17,704-20,627	20,627	79
				79	Office Services Clerk (12054)	1	19,659-22,582	22,582	79
Community Health Worker (B141)	5	27,478-30,401	152,005	79	Clerk Receptionist (12365)	1	15,749-18,672	18,672	79
Ancilliary Supervisor (10563)	3	33,324-41,692	125,076	APS	Mail Clerk (12319)	1	10,852-13,794	13,794	79
Office Services Clerk (12689)	1	17,704-20,627	20,627	79	Chief Inspector (19533)	2	29,433-32,356	64,712	79
Secretary (12688)	3	16,717-19,659	58,977	79	Assistant Food Complaint Clerk (12939)	1	15,749-18,672	18,672	79
					Stenographer (12436)	2	15,749-18,672	37,344	79
Accounting Clerk (12727)	2	16,717-19,659	39,318	79	Quarantine Clerk Typist (12094)	1	14,762-17,704	17,704	79
Investigative Researcher (18133)	1	27,478-30,401	30,401	79	Director, Family Planning Services (11419)	1	42,697-53,403	53,403	APS
					Supervisor, Family Plan. Community Workers(10536)	1	30,383-37,965	37,965	APS
					Statistics Clerk (12095)	2	14,762-17,704	35,408	79
Education Consultant-Health Protection (New Job)	1	27,478-30,401	30,401	79	Public Health Nurse-TB (10507)	2	24,537-27,478	54,956	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

ADDITIONS TO ESTABLISHMENT					DELETIONS FROM ESTABLISHMENT				
POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.	POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.
					Clerk Typist T.B. (12096)	1	14,762-17,704	17,704	79
					Clerk Typist Mental Health (12000)	2	13,794-16,717	33,434	79
					Receptionist, Medical (12372)	1	13,794-16,717	16,717	79
					Public Health Inspector (10503)	1	23,568-26,492	26,492	79
					Assistant Nursing Supervisor (10523)	6	27,478-30,401	182,406	79
					Procedures Clerk (12439)	1	13,794-16,717	16,717	79
					District Public Health Nurse (10513)	2	23,568-26,492	52,984	79
					Senior Office Clerk (12402)	1	19,659-22,582	22,582	79
					Clerk Receptionist (12440)	1	14,762-17,704	17,704	79
					Keypunch Clerk (12184)	1	14,762-17,704	17,704	79
					Senior Secretary (12687)	1	18,672-21,613	21,613	79
					V.D. Supervisor (10504)	1	29,433-32,356	32,356	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

ADDITIONS TO ESTABLISHMENT					DELETIONS FROM ESTABLISHMENT				
POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.	POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.
					R.N. - District (10514)	1	21,613-24,537	24,537	79
					Community Development Coordinator (18164)	1	27,478-30,401	30,401	79
					Medical Clerk Typist (12465)	1	14,762-17,704	17,704	79
					Mental Health Supervisor (10510)	1	29,433-32,356	32,356	79
SUB-TOTAL PERMANENT	20		638,629			39		959,250	
TEMPORARY									
Multicultural Community Worker	1	21,613-24,537	24,537	79					
Health Data Analyst	1	21,613-24,537	24,537	79					
SUB-TOTAL TEMPORARY	2		49,074						
TOTAL	22		687,703			39		959,250	

EXHIBIT 4 - SCHEDULE B

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

AMENDMENTS TO ESTABLISHMENT

ADDITIONS TO ESTABLISHMENT (To Be Filled By Reassignment)					DELETIONS FROM ESTABLISHMENT				
POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.	POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.
Supervisor, Dental Services (18210)	3	38,166-47,794	143,382	APS	Dentist (Full-Time) (10537)	3	36,339-45,456	136,368	APS
Area Office Services Clerk (12689)	2	17,704-20,627	41,254	79	Secretary, Medical Services (12466)	1	16,717-19,659	19,659	79
					Food & San. Complaint Clerk (12923)	1	17,704-20,627	20,627	79
Secretary to Area Manager (12688)	6	16,717-19,659	117,954	79	Secretary, Nursing (12455)	1	16,717-19,659	19,659	79
					Personnel & Records Clerk Food & San. (12053)	1	16,717-19,659	19,659	79
					Secretary, Unit Coordinator (18110)	1	16,717-19,659	19,659	79
					Secretary (12057)	1	15,749-18,672	18,672	79
					Receptionist General Clerk (12366)	1	15,749-18,672	18,672	79
					School Health Program-Clerk Typist (12480)	1	15,749-18,672	18,672	79
Area Personnel & Payroll Clerk (12690)	2	17,704-20,627	41,254	79	Personnel & Payroll Clerk (12098)	1	16,717-19,659	19,659	79
					Personnel & Records Clerk (12053)	1	16,717-19,659	19,659	79

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

AMENDMENTS TO ESTABLISHMENT

ADDITIONS TO ESTABLISHMENT					DELETIONS FROM ESTABLISHMENT				
POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.	POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.
Medical Clerk-Typist (12465)	5	14,672-17,704	88,520	79	Receptionist Clerk-Typist (12093)	3	13,794-16,717	50,151	79
					Clerk Typist (12000)	1	13,794-16,717	16,717	79
Area Supplies Clerk (12227)	2	14,672-17,704	35,408	79	Supplies Clerk (12202)	1	13,794-16,717	16,717	79
					Receptionist-General Clerk (12367)	1	14,672-17,704	17,704	79
Public Health Inspection (19534)	4	23,568-26,492	105,968	79	Public Health Inspector CDC&E (10503)	4	23,568-26,492	105,968	79
Public Health Nutritionist (10527)	3	25,523-28,446	85,338	79					
Administrative Assistant (11555)	1	25,907-32,338	32,338	APS	Statistical Services Supervisor (11376)	1	27,368-34,220	34,220	APS
Senior Personnel Records Clerk (12060)	1	21,613-24,537	24,537	79	Personnel Records Clerk (12060)	1	19,659-22,582	22,582	79
Senior Budget Clerk (12183)	1	21,613-24,537	24,537	79	Senior Budget Clerk (12183)	1	18,672-21,613	21,613	79
Supervisor & Advisor Dental Services	1	38,166-47,794	47,794	APS	Director, Dental Services (10551)	1	42,697-53,403	53,403	APS
Executive Assistant	1	36,339-45,456	45,456	APS	Special Services Assistant (10547)	1	36,339-45,456	45,456	APS
Chief Clerk, Vital Statistics	1	22,965-28,593	28,593	APS	Supervisor, Office Services (11375)	1	22,965-28,593	28,593	APS
Administration Coordinator	1	40,450-50,590	50,590	APS	Director, Administration Services (10525)	1	40,450-50,590	50,590	APS

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

AMENDMENTS TO ESTABLISHMENT

ADDITIONS TO ESTABLISHMENT					DELETIONS FROM ESTABLISHMENT				
POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.	POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.
Environmental Health Manager & Inspection Services Advisor	1	42,697-53,403	53,403	APS	Director, Food Control & Sanitation (11418)	1	42,697-53,403	53,403	APS
C.D.C. & E. Advisor	1	38,166-47,794	47,794	APS	Director, C.D.C. & E. (10552)	1	42,697-53,403	53,403	APS
Psychiatric Advisor	1	38,166-47,794	47,794	APS	Director, Mental Health (10553)	1	47,155-58,994	58,994	APS
Assistant Supervisor (10523)	1	27,478-30,401	30,401	APS	Assistant Mental Health Supervisor (10511)	1	27,478-30,401	30,401	APS
Supervisor, Health Services	1	28,830-36,083	36,083	APS	Supervisor, Immunization (10542)	1	28,830-36,083	36,083	APS
Senior Secretary, Central Resources	1	18,672-21,613	21,613	79	Secretary to Director, Medical Services (12058)	1	18,672-21,613	21,613	79
Area Physician	1	38,166-47,794	47,794	APS	Assistant Director, Medical Services (10548)	1	40,450-50,590	50,590	APS
Senior Central Resources Clerk	1	22,582-25,523	25,523	79	Senior Nursing Clerk (12061)	1	22,582-25,523	25,523	79
Personal Health Manager & Nursing Advisor	1	42,697-53,403	53,403	APS	Director, Public Health Nursing (10549)	1	42,697-53,403	53,403	APS
Public Policy Advisor	1	38,166-47,794	47,794	APS	Unit Coordinator (10564)	1	40,450-50,590	50,590	APS
Senior Secretary, Central Resources	1	18,672-21,613	21,613	79	Senior Secretary, Health Advocacy Unit (18135)	1	18,672-21,613	21,613	79
Preventive Clinical Services Manager & Associate Medical Officer of Health	1	44,926-56,199	56,199	APS	Director, Medical Services (10545)	1	44,926-56,199	56,199	APS

REORGANIZATION - DEPARTMENT OF PUBLIC HEALTH

AMENDMENTS TO ESTABLISHMENT

ADDITIONS TO ESTABLISHMENT					DELETIONS FROM ESTABLISHMENT				
POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.	POSITION	NO.	SALARY RANGE	MAXIMUM	UNION AFFIL.
Dental Assistant (10526)	1	17,704-20,627	20,627	79	Receptionist Clerk-Typist (12343)	1	13,794-16,717	16,717	79
Assistant Committee Secretary (18137)	1	22,582-25,523	25,523	79	Clerk Grade 3 (12409)	1	9,793-11,601	11,601	79
Community Health Officer (18141)	1	27,478-30,401	30,401	79	Area Community Assistant (12982)	1	24,537-27,478	27,478	79
TOTAL PERMANENT	49		1,478,888			45		1,362,290	
TEMPORARY					Public Health Nutritionist (20527)	3	25,523-28,446	85,338	79
					Special Projects Clerk (22465)	1	14,672-17,704	17,704	79
	49		1,478,888			49		1,465,332	

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EXHIBIT 5

PROMOTIONAL OPPORTUNITIES

POSITION	AFFIL.	WAGE CODE	NO. REQUIRED
Community Health Information Coordinator	APS	911	1
Community Health Promotion Coordinator	APS	911	1
Community Health Protection Coordinator	APS	911	1
Community Disease Prevention Coordinator	APS	911	1
Personal Health Services Supervisor (Ancillary)	APS	409	3
Community Health Officer	79	218	5
Area Office Services Clerk	79	208	1
Area Secretary	79	207	3
Area Budget & Accounting Clerk	79	207	2
Investigative Researcher	79	218	1
Education Consultant - Health Protection	79	218	1
TOTAL			20

(See Exhibit 4 - Schedule A for further details)

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EXHIBIT 6

PERSONNEL RECOMMENDATIONS
REORGANIZATION PHASE - TWO

(Reassignments to a different job title at
an existing or lower wage grade and/or promotion)

NAME SER. NO.	PRESENT POSITION WEEKLY RATE	RECOMMENDED POSITION WEEKLY RATE	EFFECTIVE DATE
Administration Services			
G. Kuwabara 48178	Secretary $357.70	Western Health Area Area Secretary $376.00	9/7/82
M.K. Moss 46174	Special Services Assistant $870.80	Office of the MOH Executive Assistant $870.80	9/7/82
L. Saville 37012	Personnel Records Clerk $432.60	Office of the MOH Senior Personnel Records Clerk $451.50	9/7/82
P. Isaac 48048	Payroll Clerk $414.05	Office of the MOH Senior Budget Clerk $432.60	9/7/82
H. Heise 6316	Supervisor, Office Services $547.75	Health Information Chief Clerk, Vital Statistics $547.75	9/7/82
E.K. Tennant 45074	Director, Administration Services $969.15	Office of the MOH Administration Coordinator $969.15	9/7/82
E. Patte 41505	Assistant Committee Secretary (O/E) $488.95	Office of the MOH Asst. Committee Secretary $488.95	9/7/82

Food Control and Sanitation

P. Raimondo 47145	Personnel and Records Clerk $376.60	Western Health Area Area Personnel and Payroll Clerk $395.15	9/7/82
S. Roy 45082	Food and Sanitation Complaints Clerk $395.15	Northern Health Area Area Office Services Clerk $395.15	9/7/82
T. Chandoo 45033	Personnel and Records Clerk $376.60	Downtown Health Area Area Secretary $376.60	9/7/82
B. Covington 24476	Receptionist General Clerk $339.15	Western Health Area Area Supplies Clerk $339.15	9/7/82
M. Jabar 47248	Public Health Inspector CDC&E $507.50	Northern Health Area Public Health Inspector $507.50	9/7/82
T. Natale 45293	Public Health Inspector CDC&E $507.50	Downtown Health Area Public Health Inspector $507.50	9/7/82
K. Wark 49110	Public Health Inspector CDC&E $470.05	Western Health Area Public Health Inspector $488.95	9/7/82
W. D. Connery 8873	Director, Food Control and Sanitation $1,023.05	Downtown Health Area Envir. Health & Insp. Services Manager & Advisor $1,023.05	9/7/82

Family Planning Services

A. Von Der Heidt 25827	Receptionist Clerk-Typist $320.25	Western Health Area Medical Clerk Typist $339.15	9/7/82

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S. McGuigan 48440	Receptionist Clerk-Typist $320.25	Northern Health Area Medical Clerk Typist $339.15	9/7/82
E. Ginger 49477	Receptionist Clerk-Typist $301.70	Northern Health Area Medical Clerk Typist $339.15	9/7/82

Communicable Disease Control and Epidemiology

Dr. W. Frank 28789	Director, Communicable Disease Control & Epidemiology $1,023.05	Disease Prevention C.D.C.& E. Advisor $915.60	9/7/82

Mental Health

Dr. E.D. Wong 33662	Director, Mental Health $1,130.15	Disease Prevention Psychiatric Advisor $915.60	9/7/82
C. Kirkland 47571	Assistant Mental Health Supervisor $582.40	Western Health Area Assistant Supervisor $582.40	9/7/82

Medical Services

Dr. O. Rampersaud 0071	Director, Medical Services $1,076.60	Western Health Area Preventive Clinical Services Manager and Associate M.O.H. $1,076.60	16/4/82
C. Cacapit 44142	Secretary $376.60	Downtown Health Area Area Office Services Clerk $395.15	9/7/82
C. Shopman 48682	School Health Clerk-Typist $357.70	Northern Health Area Area Secretary $376.60	9/7/82

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B. Steenberg 42889	Supervisor Immunization Services $691.25	Downtown Health Area Supervisor Health Services $691.25	9/7/82
J. Taylor 44632	Secretary to Director $395.15	Office of the MOH Senior Secretary $414.05	9/7/82
Dr. L. Bertram 45586	Ass't. Director Medical Services $969.15	Downtown Health Area Area Physician $915.60	9/7/82

Public Health Nursing

M. Jeffries 12098	Personnel and Payroll Clerk $376.60	Northern Health Area Area Personnel and Payroll Clerk $395.15	9/7/82
R. Mucci 48665	Supplies Clerk $320.25	Northern Health Area Area Supplies Clerk $339.15	9/7/82
D. Jacobs 49686	Public Health Nutritionist (T) $470.05	Downtown Health Area Public Health Nutritionist $488.95	16/4/82
H. Rosenberg 49156	Public Health Nutritionist (T) $507.50	Western Health Area Public Health Nutritionist $526.40	16/4/82
H. L. Kowpak 49538	Public Health Nutritionist (T) $507.50	Northern Health Area Public Health Nutritionist $526.40	16/4/82
L.D. Townsend 49844	Clerk, Special Projects (T) $301.70	Northern Health Area Medical Clerk Typist $320.25	16/4/82
J. George 39423	Secretary $376.60	Downtown Health Area Area Secretary $376.60	9/7/82

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V. Cooke 42859	Senior Nursing Clerk $488.95	Office of the MOH Senior Central Resources Clerk $488.95	9/7/82
B. Davidson 44525	Director, Public Health Nursing $1,023.05	Downtown Health Area Personal Health Serv. Manager & Advisor $1,023.05	9/7/82

Dental Services

Dr. A. Steuermann 34211	Director, Dental Services $1,023.05	Downtown Health Area Supervisor, Dental Services & Dental Advisor $915.60	9/7/82
L.B. Schaef 43117	Dentist $870.80	Western Health Area Supervisor, Dental Services $915.60	9/7/82
A. Sapoka-Sipelis 46009	Dentist $870.80	Northern Health Area Supervisor, Dental Services $915.60	9/7/82
C. Screeton 44788	Receptionist General Clerk $357.70	Downtown Health Area Area Secretary $376.60	9/7/82
N. Gurka 48781	Dental Assistant (O/E)$376.60	Dental Assistant $376.60	9/7/82

Health Advocacy Unit

G. Caplan 49404	Unit Coordinator $969.15	Office of the MOH Public Policy Advisor $915.60	9/7/82
K. Lichacz 50163	Secretary Unit Coordinator $339.15	Northern Health Area Area Secretary $357.70	9/7/82
E. Lam 48790	Senior Secretary $395.15	Office of the MOH Senior Secretary $414.05	9/7/82

H. DeCambra 36347	Statistical Services Supervisor $655.55	Western Health Area Administration Assistant $619.50	9/7/82

Eastern Health Area

S. Hyduk 37474	Dentist $870.80	Supervisor Dental Services $915.60	9/7/82
D. Saroff 49547	Clerk Typist $320.25	Medical Clerk Typist $339.15	9/7/82
M. Rampartab 51514	Public Health Inspector CDC&E $451.50	Public Health Inspector $470.05	9/7/82
S. Kaiser 50438	Area Community Relations Ass't. $488.95	Community Health Officer $526.40	9/7/82

(See Exhibit 4 - Schedule B for further details)

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EXHIBIT 7

LIST OF PERMANENT REASSIGNMENTS

(No Change in Job Title for any Persons Listed in this Exhibit)

SUMMARY

PERMANENT	NO.
Administration Services	14
Food Control & Sanitation	55
Family Planning Services	10
Communicable Disease Control	18
Mental Health	11
Medical Services	28
Public Health Nursing	192
Dental Services	23
Health Advocacy Unit	18
TOTAL PERMANENT POSITIONS	369

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EXHIBIT 7.1

ADMINISTRATION SERVICES

EMPLOYEE NAME	POSITION	AREA PLACEMENT
Dr. A.S. Macpherson	Medical Officer of Health	Office of the M.O.H.
W. Francis	Secretary, Medical Officer of Health	Office of the M.O.H.
J. Hishon	Secretary	Office of the M.O.H.
M. O'Loughlin	Personnel Clerk, Administration	Office of the M.O.H.
A. Hunte	Payroll Clerk	Office of the M.O.H.
K. MacSpurren	File Maintenance Clerk	Office of the M.O.H.
G. Casey	Health Accounting Supervisor	Office of the M.O.H.
W. Cronin	Library Control Clerk	Health Information
D. Mills	Equipment Control Clerk	Northern Health Area
P. Duggan	Courier	Downtown Health Area
T. Leach	Courier	Northern Health Area
R. Beers	Business Manager	Western Health Area
S. Baxter	Business Manager	Downtown Health Area
Vacant	Business Manager	Northern Health Area
TOTAL	14	

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EXHIBIT 7.2

FOOD CONTROL AND SANITATION DIVISION

EMPLOYEE NAME	POSITION	AREA PLACEMENT
J. Flaherty	Environmental Health & Insp. Services Manager	Western Health Area
F. Gibbons	Administration Supervisor	Northern Health Area
M. Newby	Clerk-Typist	Western Health Area
V. Pappas	Data Input & Retrieval Clerk	Downtown Health Area
F.W. Ruf	Environmental Health & Insp. Services Manager	Northern Health Area
P.E. Gillen	Pest Control Investigator	Downtown Health Area
S. Kozak	Pest Control Investigator	Downtown Health Area
N.A. McLeod	Pest Control Investigator	Northern Health Area
J.H. Richmond	Pest Control Investigator	Northern Health Area
C.A. Rutten	Pest Control Investigator	Downtown Health Area
K.W. Simpson	Pest Control Investigator	Western Health Area
R.N. Taylor	Pest Control Investigator	Western Health Area
R.H. Boehnke	Sr. Health Inspector	Downtown Health Area
D.R. Fralick	Sr. Health Inspector	Northern Health Area
R.E. Kogon	Sr. Health Inspector	Northern Health Area
B.G. Martin	Sr. Health Inspector	Western Health Area
W.L. Miller	Sr. Health Inspector	Downtown Health Area
R. Navackas	Sr. Health Inspector	Downtown Health Area
T.S. Wong	Sr. Health Inspector	Western Health Area
J.C. Anderson	Public Health Inspector	Northern Health Area
G.W. Aregers	Public Health Inspector	Western Health Area
J. Avery	Public Health Inspector	Northern Health Area
Z.G. Bakic	Public Health Inspector	Downtown Health Area
A.R. Banks	Public Health Inspector	Western Health Area
J.S. Breen	Public Health Inspector	Western Health Area
D.A. Brown	Public Health Inspector	Western Health Area
P.L. Cook	Public Health Inspector	Western Health Area
P. DiBattista	Public Health Inspector	Northern Health Area
P.J. Drinnan	Public Health Inspector	Downtown Health Area
A.R. Easterbrook	Public Health Inspector	Northern Health Area
C. Empringham	Public Health Inspector	Northern Health Area
P.E. Gauthier	Public Health Inspector	Downtown Health Area
D.W. Graham	Public Health Inspector	Downtown Health Area
T. Green	Public Health Inspector	Downtown Health Area
B. Heywood	Public Health Inspector	Western Health Area
J.A. Hoover	Public Health Inspector	Downtown Health Area

F.P. Imperiale	Public Health Inspector	Western Health Area
D. Lumley	Public Health Inspector	Western Health Area
E. Mo	Public Health Inspector	Downtown Health Area
M. Moffat	Public Health Inspector	Downtown Health Area
L.W. Nicholson	Public Health Inspector	Northern Health Area
G.C. Pearson	Public Health Inspector	Downtown Health Area
J.M. Pong	Public Health Inspector	Downtown Health Area
R. Pukas	Public Health Inspector	Western Health Area
L. Raud	Public Health Inspector	Northern Health Area
Y.H. Shum	Public Health Inspector	Northern Health Area
D.R. Sim	Public Health Inspector	Northern Health Area
R. Singh	Public Health Inspector	Downtown Health Area
F.L. Taylor	Public Health Inspector	Downtown Health Area
S. Thomas	Public Health Inspector	Northern Health Area
E.R. Tilley	Public Health Inspector	Downtown Health Area
U. Vortisch	Public Health Inspector	Downtown Health Area
J. Wong	Public Health Inspector	Northern Health Area
M.M. Wong	Public Health Inspector	Downtown Health Area
V.G. Yeroschenko	Public Health Inspector	Western Health Area

TOTAL 55

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EXHIBIT 7.3

FAMILY PLANNING SERVICES

EMPLOYEE NAME	POSITION	AREA PLACEMENT
M. Raine	Family Planning Community Worker	Downtown Health Area
D. Baxter	Coordinator, Research Information	Health Information
M. Herrera	Family Planning Community Worker	Northern Health Area
V. Kelman	Family Planning Community Worker	Western Health Area
C.D. Klopstock	Family Planning Community Worker	Downtown Health Area
J.J. Loader	Administrative Supervisor	Office of the M.O.H.
E. Parker	Coordinator, Program Planning & Family Planning	Disease Prevention
C.L. Sadinsky	Family Planning Community Worker	Western Health Area
J. Scott	Family Planning Community Worker	Northern Health Area
Vacant	Coordinator, Public Relations	Health Promotion
TOTAL	10	

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EXHIBIT 7.4

COMMUNICABLE DISEASE CONTROL AND EPIDEMIOLOGY

EMPLOYEE NAME	POSITION	AREA PLACEMENT
	VD SECTION	
H.M. Beavis	Public Health Nurse - VD	Downtown Health Area
B.H. Burnett	Public Health Nurse - VD	Downtown Health Area
Z.T. Capco	Registered Nurse - VD	Downtown Health Area
M.A. Cosentino	Records & Statistics Clerk	Northern Health Area
B. Greenberg	Public Health Nurse - VD	Downtown Health ARea
M.J. Heyd	Registered Nurse - VD	Downtown Health Area
M.S. Lockhart	Registered Nurse - VD	Downtown Health Area
K.M. MacKay	Public Health Nurse - VD	Downtown Health Area
J. McLachlin	Public Health Nurse - VD	Northern Health Area
W. Johnston	Public Health Nurse - VD	Western Health Area
A. Sto. Domingo	Public Health Nurse - VD	Downtown Health Area
W.Q. Trinidad	Registered Nurse - VD	Downtown Health Area
E.M. Robinson	Records & Statistics Clerk	Downtown Health Area
	TB SECTION	
J.V.P. Liburd	General Clerk-Typist	Downtown Health Area
C.I. Manson	Public Health Nurse - TB	Downtown Health Area
M. McNelly	General Clerk-Typist	Northern Health Area
K.A. Ormiston	Registered Nurse - TB & RD	Western Health Area
D. Sharp	TB & RD Supervisor	Office of the M.O.H.
	TOTAL 18	

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EXHIBIT 7.5

MENTAL HEALTH

EMPLOYEE NAME	POSITION	AREA PLACEMENT
Dr. B.A. Ashem	Psychologist	Disease Prevention
M.V. Boddy	Public Health Nurse Mental Health	Western Health Area
J. Cooper	Public Health Nurse Mental Health Specialist	Northern Health Area
M.N. Cuyler	Public Health Nurse Mental Health Specialist	Downtown Health Area
R.G. Fisher	Public Health Nurse Mental Health Specialist	Downtown Health Area
S.A. Gargan	Public Health Nurse Mental Health Specialist	Western Health Area
H.L. Hanmer	Clerk-Typist	Office of the M.O.H.
E. Janzen	Public Health Nurse Mental Health Specialist	Northern Health Area
S.A. Sibay	Public Health Nurse Mental Health	Western Health Area
A. Van Egmond	Public Health Nurse Mental Health Specialist	Western Health Area
B. Wright	Public Health Nurse Mental Health	Western Health Area
TOTAL	11	

EXHIBIT 7.6

MEDICAL SERVICES

EMPLOYEE NAME	POSITION	AREA PLACEMENT
Vacant	Physician	Northern Health Area
W. Allen	Audiometric Clerk	Northern Health Area
S. Bowers	Medical Services - Clerk Typist	Western Health Area
J. Chan	R.N. - Special Services	Downtown Health Area
N. Cohen	Registered Nurse	Western Health Area
R. Demcheson	Immunization Clerk	Western Health Area
S. Dentico	Immunization Clerk	Downtown Health Area
V.W. Gardian	R.N. Immunization	Western Health Area
M.E. Gorman	Clerk-Typist	Downtown Health Area
J.M. Harminc	R.N. Immunization	Northern Health Area
H.J. Harris	R.N. Immunization	Downtown Health Area
M.M. Hutton	Sr. Immunization Clerk	Northern Health Area
D.A. Jasperson	Courier	Western Health Area
W. McDonald	Immunization Clerk	Northern Health Area
I. Kruk	R.N. Audiometric	Western Health Area
Dr. B.H. Mamak	P.H. Physician Community Health	Western Health Area
P.L. Moore	Sr. Immunization Clerk	Downtown Health Area
E. Ng Yuen	Medical Clerk-Typist	Downtown Health Area
M. Pace	Medical Services Clerk	Downtown Health Area
M.A. Parkes	Audiometric Services Supervisor	Northern Health Area
B. Ramnarace	Sr. Immunization Clerk	Western Health Area
M.T. Regan	R.N. Audiometric	Northern Health Area
S. Rolfe	Sr. Immunization Clerk	Downtown Health Area
B. Kennedy	R.N. Audiometric	Downtown Health Area
E.B. Webb	Audiometric Secretary	Northern Health Area
K.G. Wright	Packer	Downtown Health Area
Vacant	Associate Medical Officer of Health	Downtown Health area
Dr. T. Hancock	Associate Medical Officer of Health	Northern Health Area
	TOTAL	28

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EXHIBIT 7.7

PUBLIC HEALTH NURSING

EMPLOYEE NAME	POSITION	AREA PLACEMENT
F. S. Bonyun	Education Consultant	Disease Prevention
C. Connolly	Coordinator, Healthiest Babies Possible	Northern Health Area
J.A. Shea	Personal Health Services Manager	Western Health Area
M. Vaughan	Nutrition Consultant	Disease Prevention
M.B. Willett	School Health Consultant	Disease Prevention
N. Pickering	Registered Nurse District	Downtown Health Area
J. Voeth	Registered Nurse District	Northern Health Area
E.A. Attard	District Public Health Nurse	Northern Health Area
K.A. Augenas	District Public Health Nurse	Downtown Health Area
L. Bahro	District Public Health Nurse	Northern Health Area
N. Baraldini	District Public Health Nurse	Northern Health Area
M.J. Beaudoin	District Public Health Nurse	Downtown Health Area
I.E. Boake	District Public Health Nurse	Downtown Health Area
N. Bell	District Public Health Nurse	Northern Health Area
B.E. Bridekirk	District Public Health Nurse	Downtown Health Area
N.S. Sambrera	District Public Health Nurse	Downtown Health Area
J. Grierson	District Public Health Nurse	Northern Health Area
L.A. Cass	District Public Health Nurse	Downtown Health Area
R. Chan	District Public Health Nurse	Western Health Area
M.R. Chykaliuk	District Public Health Nurse	Western Health Area
J. Collingwood	District Public Health Nurse	Western Health Area
E.J. Corlett	District Public Health Nurse	Northern Health Area
D.Y. Darkazalli	District Public Health Nurse	Western Health Area
M. Davis	District Public Health Nurse	Western Health Area
I. Davrey	District Public Health Nurse	Northern Health Area
N. Davy	District Public Health Nurse	Downtown Health Area
C. Di Bon	District Public Health Nurse	Northern Health Area
A. Dubas	District Public Health Nurse	Downtown Health Area
R.E. Ecclestone	District Public Health Nurse	Downtown Health Area
G. Ellis	District Public Health Nurse	Western Health Area
M. Isaac	District Public Health Nurse	Downtown Health Area
P. Finnegan	District Public Health Nurse	Western Health Area
A.M. Frith	District Public Health Nurse	Northern Health Area
M.M. Fuller	District Public Health Nurse	Northern Health Area
K.L. Fung	District Public Health Nurse	Downtown Health Area
M. Gaul	District Public Health Nurse	Northern Health Area

J.A. Gibb	District Public Health Nurse	Northern Health Area
J. Gillis	District Public Health Nurse	Northern Health Area
C.A. Goddard	District Public Health Nurse	Western Health Area
J.E. Gordon	District Public Health Nurse	Northern Health Area
E.P. Gourley	District Public Health Nurse	Northern Health Area
F. Grebe	District Public Health Nurse	Western Health Area
D.E. Hamilton	District Public Health Nurse	Downtown Health Area
D. Henville	District Public Health Nurse	Western Health Area
N. Higgins	District Public Health Nurse	Northern Health Area
N. Holland	District Public Health Nurse	Downtown Health Area
M. Hulin	District Public Health Nurse	Downtown Health Area
M.J. Husband	District Public Health Nurse	Western Health Area
A. Iwasaki	District Public Health Nurse	Downtown Health Area
S.A. Johansson	District Public Health Nurse	Western Health Area
V.E. Karr	District Public Health Nurse	Western Health Area
C.M. Kawahara	District Public Health Nurse	Western Health Area
C. Keay	District Public Health Nurse	Downtown Health Area
J. Sanders	District Public Health Nurse	Northern Health Area
K.K. Kimura	District Public Health Nurse	Western Health Area
B. Koteles	District Public Health Nurse	Downtown Health Area
A. Kurz	District Public Health Nurse	Northern Health Area
I.E. Kuusela	District Public Health Nurse	Northern Health Area
G.P. Lau	District Public Health Nurse	Downtown Health Area
D. Lee	District Public Health Nurse	Western Health Area
M.P. Legatto	District Public Health Nurse	Western Health Area
R. Lewis	District Public Health Nurse	Downtown Health Area
K.J. Lickley	District Public Health Nurse	Downtown Health Area
B.M. Lloyd	District Public Health Nurse	Northern Health Area
S.S. Lo	District Public Health Nurse	Downtown Health Area
F. Lum	District Public Health Nurse	Western Health Area
C.J. McKenzie	District Public Health Nurse	Northern Health Area
M.M. McNama	District Public Health Nurse	Western Health Area
G.A. MacDonald	District Public Health Nurse	Downtown Health Area
M.J. Watson -MacDonell	District Public Health Nurse	Downtown Health Area
P.E. Maldonado	District Public Health Nurse	Northern Health Area
C. Manilla	District Public Health Nurse	Northern Health Area
M.M. Marquez	District Public Health Nurse	Western Health Area
M. Walrond	District Public Health Nurse	Northern Health Area
L.W. Minter	District Public Health Nurse	Downtown Health Area
C.D. Morrison	District Public Health Nurse	Western Health Area
G. Mortimore	District Public Health Nurse	Downtown Health Area
C.S. Murray	District Public Health Nurse	Northern Health Area
A. Neubauer	District Public Health Nurse	Downtown Health Area
S.L. Ng	District Public Health Nurse	Downtown Health Area
A.F. O'Connor	District Public Health Nurse	Northern Health Area
A.S. Paloschuk	District Public Health Nurse	Western Health Area
N.A. Parker	District Public Health Nurse	Northern Health Area
E.Y. Parsons	District Public Health Nurse	Western Health Area
N. Patterson	District Public Health Nurse	Downtown Health Area

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L.L. Rasva	District Public Health Nurse	Western Health Area
H. Reid	District Public Health Nurse	Western Health Area
D.G. Robinson	District Public Health Nurse	Northern Health Area
E.C. Ross	District Public Health Nurse	Western Health Area
N.A. Ruppert	District Public Health Nurse	Western Health Area
R. Ryan	District Public Health Nurse	Western Health Area
S.A. St. John	District Public Health Nurse	Western Health Area
L. St. Lawrence	District Public Health Nurse	Downtown Health Area
G.A. Samson	District Public Health Nurse	Northern Health Area
O. Sarafyn	District Public Health Nurse	Western Health Area
K.M. Schrump	District Public Health Nurse	Downtown Health Area
S. Seabrook	District Public Health Nurse	Downtown Health Area
A.M. Seifried	District Public Health Nurse	Downtown Health Area
M.E. Shawcross	District Public Health Nurse	Downtown Health Area
B. Shipman	District Public Health Nurse	Northern Health Area
P. Shtun	District Public Health Nurse	Northern Health Area
C.K. Shum	District Public Health Nurse	Downtown Health Area
M. Silverman	District Public Health Nurse	Downtown Health Area
E. Simon	District Public Health Nurse	Northern Health Area
A. Smith	District Public Health Nurse	Western Health Area
J.M. Smith	District Public Health Nurse	Downtown Health Area
M. Smith	District Public Health Nurse	Northern Health Area
G.M. Somerville	District Public Health Nurse	Northern Health Area
J. Speakman	District Public Health Nurse	Downtown Health Area
H. Spence	District Public Health Nurse	Downtown Health Area
K. Staples	District Public Health Nurse	Downtown Health Area
D. Stewart	District Public Health Nurse	Northern Health Area
J.A. Sutherland	District Public Health Nurse	Northern Health Area
L.J. Taylor	District Public Health Nurse	Western Health Area
M.E. Thomas	District Public Health Nurse	Western Health Area
R. Tilley	District Public Health Nurse	Western Health Area
M.S. Tonelli	District Public Health Nurse	Western Health Area
E.A. Tucker	District Public Health Nurse	Western Health Area
C.L. Turl	District Public Health Nurse	Northern Health Area
E.R. Tutton	District Public Health Nurse	Northern Health Area
J. Uzumeri	District Public Health Nurse	Western Health Area
J.J. VanDiepen	District Public Health Nuse	Western Health Area
B. Von Keeler	District Public Health Nurse	Western Health Area
H. Vrhovsek	District Public Health Nurse	Western Health Area
E.J. Walker	District Public Health Nurse	Western Health Area
V.J. Walker	District Public Health Nurse	Downtown Health Area
C.M. Werden	District Public Health Nurse	Downtown Health Area
M.R. Westman	District Public Health Nurse	Downtown Health Area
V.M. White	District Public Health Nurse	Northern Health Area
K.A. Whitworth	District Public Health Nurse	Western Health Area
G. Wright	District Public Health Nurse	Downtown Health Area
A. Yau	District Public Health Nurse	Western Health Area
R. Young	District Public Health Nurse	Downtown Health Area
A.M. Adie	Registered Nursing Assistant	Western Health Area
P.K. Bailey	Registered Nursing Assistant	Western Health Area

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J.A. Belmonte	Registered Nursing Assistant	Downtown Health Area
F.E. Clarke	Registered Nursing Assistant	Northern Health Area
J.S. Drennan	Registered Nursing Assistant	Northern Health Area
J. Erwin	Registered Nursing Assistant	Northern Health Area
L.G. Hacala	Registered Nursing Assistant	Northern Health Area
D. Jordan	Registered Nursing Assistant	Downtown Health Area
D. Kosy	Registered Nursing Assistant	Downtown Health Area
D.M. Mullings	Registered Nursing Assistant	Northern Health Area
M.E. Myers	Registered Nursing Assistant	Western Health Area
M. Nazar	Registered Nursing Assistant	Northern Health Area
C.J. Peuramaki	Registered Nursing Assistant	Downtown Health Area
N.L. Roberts	Registered Nursing Assistant	Western Health Area
M. Russell	Registered Nursing Assistant	Western Health Area
M. Schatteman	Registered Nursing Assistant	Northern Health Area
B.J. Sutcliffe	Registered Nursing Assistant	Western Health Area
C. Zeleniak	Registered Nursing Assistant	Western Health Area
D. Bolton	Supplies & Equip. Control Clerk	Downtown Health Area
E. DiMarco	Stats. Records & File Clerk	Western Health Area
A. Jarvis	Clerk-Special Projects	Western Health Area
D. Kilpatrick	Office Clerk	Office of the M.O.H.
Y. Lee	Personnel & Payroll Clerk	Office of the M.O.H.
G. Ponte	Day Nurseries & Lodging Homes Clerk	Office of the M.O.H.
D.M. Gibson	Clerk-Consultants	Office of the M.O.H.
S.R. Gilchrist	Clerk-Consultants	Office of the M.O.H.
H.H. Hori	Medical Clerk-Typist	Downtown Health Area
F. Keen	Clerk-Consultants	Office of the M.O.H.
R. Atkinson	Medical Clerk-Typist	Downtown Health Area
M. Burnett	Medical Clerk-Typist	Downtown Health Area
G. Buttice	Medical Clerk-Typist	Western Health Area
R. DiTommaso	Medical Clerk-Typist	Northern Health Area
D. Gavin	Clerk-Consultants	Office of the M.O.H.
Vacant	Medical Clerk-Typist	Western Health Area
M.A. Goshulak	Medical Clerk-Typist	Downtown Health Area
D.M. Hull	Medical Clerk-Typist	Northern Health Area
V. Karagiannis	Medical Clerk-Typist	Downtown Health Area
D.S. Lewis	Medical Clerk-Typist	Northern Health Area
D. Maryniuk	Medical Clerk-Typist	Western Health Area
L.E. Quinn	Medical Clerk-Typist	Western Health Area
M. Roberts	Medical Clerk-Typist	Downtown Health Area
M.H. Surmachnyski	Medical Clerk-Typist	Downtown Health Area
G. Vanryck de Groot	Medical Clerk-Typist	Northern Health Area
L.K. Wattam	Medical Clerk-Typist	Downtown Health Area
J.A. Weber	Medical Clerk-Typist	Downtown Health Area
L.D. Bodnaryk	P.H. Nursing Area Supervisor	Northern Health Area
C.N. Cruickshank	P.H. Nursing Area Supervisor	Western Health Area
H.E. Fletcher	P.H. Nursing Area Supervisor	Downtown Health Area
J.E. Hicks	P.H. Nursing Area Supervisor	Western Health Area
J. Copeland	P.H. Nursing Area Supervisor	Northern Health Area

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R.A. Regan	P.H. Nursing Area Supervisor	Downtown Health Area
J.E. Armstrong	Assistant Supervisor	Northern Health Area
G. Bauer	Assistant Supervisor	Western Health Area
L.E. Gagne	Assistant Supervisor	Downtown Health Area
J. Lilley	Assistant Supervisor	Eastern Health Area
M.L. Walker	Maternal & Child Health Consultant	Disease Prevention
F. Perkins	Personal Health Services Manager	Northern Health Area
Vacant	Medical Clerk-Typist	Western Health Area
Vacant	Rehabilitation Consultant	Disease Prevention

TOTAL 192

EXHIBIT 7.8

DENTAL SERVICES

EMPLOYEE NAME	POSITION	AREA PLACEMENT
A. Kotowich	Receptionist Clerk-Typist	Downtown Health Area
S. Bassatt	Dental Hygienist	Downtown Health Area
M. Lupinacci	Dental Hygienist	Western Health Area
S.F. Buchan	Dental Hygienist	Western Health Area
D.A. Cauch	Dental Hygienist	Western Health Area
M.L. Clarke	Dental Hygienist	Downtown Health Area
L. Lepik	Dental Hygienist	Northern Health Area
H.A. Marshall	Dental Hygienist	Western Health Area
E. Weissberger	Dental Hygienist	Northern Health Area
K. Willert	Dental Hygienist	Northern Health Area
C.A. Williams	Dental Hygienist	Downtown Health Area
G.I. Andrews	Dental Assistant Treatment and Prevention	Western Health Area
D. Bell	Dental Assistant Treatment and Prevention	Northern Health Area
M.W. Hart	Dental Assistant Treatment and Prevention	Western Health Area
C.J. Lukes	Dental Assistant Treatment and Prevention	Western Health Area
E.I. McLoughlin	Dental Assistant Treatment and Prevention	Western Health Area
E. Michnick	Dental Assistant Treatment and Prevention	Northern Health Area
E. Reeve	Dental Assistant Treatment and Prevention	Downtown Health Area
L. Santos	Dental Assistant Treatment and Prevention	Western Health Area
G.V. Spurgeon	Dental Assistant Treatment and Prevention	Downtown Health Area
B.R. Wollard	Dental Assistant Treatment and Prevention	Northern Health Area

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R.E. Worr	Dental Assistant Treatment and Prevention	Northern Health Area
A. Hsueh	Dentist, Full-Time	Downtown Health Area
	TOTAL 23	

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EXHIBIT 7.9

HEALTH ADVOCACY UNIT

EMPLOYEE NAME	POSITION	AREA PLACEMENT
C. Bonds	Health Promotion Officer	Health Promotion
M. Bowers	Health Educator	Health Promotion
N. Drummond	Community Health Officer	Northern Health Area
L. Elinson	Epidemiologist	Health Information
G. Fowler	Receptionist Clerk-Typist	Office of the M.O.H.
F.G. Goettler	Biostatistician	Health Information
Vacant	Health Planner	Health Information
M. Lee	Community Health Officer	Downtown Health Area
M. McPhedran	Health Advocate	Health Promotion
L. Rosenbaum	Health Promotion Officer	Health Promotion
D. Saunders	Investigative Researcher	Health Protection
K. Schultz	Library Maintenance Officer	Health Information
W. Shannon	Health Educator	Health Promotion
I.J. Adams	Keypunch Clerk-Typist	Health Informtion
M.R. Bright	Keypunch Clerk-Typist	Health Information
D.D. Reccord	Sr. Statistical Clerk	Health Informtion
R. Rocca	Keypunch Clerk-Typist	Health Information
K. Swain	Tabulation Clerk	Office of the M.O.H.
	TOTAL 18	

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EXHIBIT 8

PROJECTED ESTABLISHMENT BY AREA/SECTION

Office of the Medical Officer of Health	28
Downtown Health Area	135
Eastern Health Area	107
Northern Health	115
Western Health Area	121
Community Health Information	12
Community Health Promotion and Advocacy	7
Community Health Protection	4
Community Disease Prevention	10
	539

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EXHIBIT 8.1

PROJECTED ESTABLISHMENT
OFFICE OF THE MEDICAL OFFICER OF HEALTH, 1982

Medical Officer of Health	1	Reassignment
Executive Assistant	1	Amendment to Establishment
Public Policy Advisor	1	Amendment to Establishment
Administration Coordinator	1	Amendment to Establishment
Secretary, Medical Officer of Health	1	Reassignment
Secretary	1	Reassignment
Assistant Committee Secretary	1	Reassignment
Receptionist Clerk-Typist	1	Reassignment
Clerk-Receptionist, Administration	1	Reassignment
Office Clerk	1	Reassignment
Payroll Clerk	1	Reassignment
Senior Central Resources Clerk	1	Amendment to Establishment
Health Accounting Supervisor	1	Reassignment
File Maintenance Clerk	1	Reassignment
Clerk-Consultant	4	Reassignment
Tabulation Clerk	1	Amendment to Establishment
Senior Secretary, Central Resources	2	Reassignment
Personnel and Payroll Clerk	1	Reassignment
Day Nursery Clerk	1	Reassignment
Clerk-Typist, Mental Health	1	Reassignment
Senior Budget Clerk	1	Amendment to Establishment
Senior Personnel Records Clerk	1	Amendment to Establishment
TB and RD Supervisor	1	Reassignment
Administration Supervisor	1	Reassignment
TOTAL PERMANENT	28	

For budget purposes, Medical Officer of Health will be included in this Section.

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EXHIBIT 8.2

PROJECTED ESTABLISHMENT
DOWNTOWN HEALTH AREA, 1982

PREVENTIVE CLINICAL SERVICES (13)		
Manager and Associate Medical Officer of Health	1	Amendment to Establishment
Physician	1	Amendment to Establishment
Audiometric Technician	1	Reassignment
Supervisor, Dental Services and Dental Advisor	1	Amendment to Establishment
Dentist, Full-Time	1	Reassignment
Dental Hygienist	3	Reassignment
Dental Assistant	3	Reassignment
Community Health Officer	1	Amendment to Establishment
Community Health Officer	1	Reassignment
ENVIRONMENTAL HEALTH AND INSPECTION SERVICES (23)		
Manager	1	Amendment to Establishment
Senior Inspector	3	Reassignment
Health Inspector	16	Reassignment
Pest Control Investigator	3	Reassignment
PERSONAL HEALTH SERVICES (72)		
Manager	1	Amendment to Establishment
Personal Health Services Supervisor	2	Reassignment
Ancillary Supervisor	1	Amendment to Establishment
Public Health Nurse - District	44	Reassignment
Registered Nurse - V.D.	4	Reassignment
Public Health Nurse - V.D.	5	Reassignment
Mental Health Nurse - Specialist	2	Reassignment
Public Health Nurse - T.B.	1	Reassignment
Registered Nurse - District	1	Reassignment
Registered Nurse - Immunization	1	Reassignment
Registered Nurse - Health Services	1	Reassignment

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Registered Nursing Assistant	4	Reassignment
Family Planning Services Worker	2	Reassignment
Public Health Nutritionist	1	Amendment to Establishment
Assistant Supervisor	1	Reassignment
Supervisor, Employee Health Services	1	Amendment to Establishment

SUPPORT SERVICES (27)

Manager	1	Reassignment
Courier	1	Reassignment
Packer	1	Reassignment
Senior Immunization Clerk	2	Reassignment
Immunization Clerk	1	Reassignment
Clerk-Typist	1	Reassignment
Area Office Services Clerk	1	Amendment to Establishment
Area Secretary	3	Amendment to Establishment
Supplies and Equipment Control Clerk	1	Reassignment
Data Input Clerk	1	Reassignment
General Clerk-Typist	1	Reassignment
Records and Statistics Clerk	1	Reassignment
Medical Services Clerk	1	Reassignment
Medical Clerk-Typist	9	Reassignment
Medical Clerk-Typist (12401)	1	Reassignment
Receptionist Clerk-Typist, Dental	1	Reassignment Establishment
TOTAL PERMANENT	135	

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EXHIBIT 8.3

PROJECTED ESTABLISHMENT
EASTERN HEALTH AREA, 1982

PREVENTIVE CLINICAL SERVICES (13)

Manager and Associate Medical Officer of Health	1	No Change
Physician	1	No Change
Audiometric Technician	1	No Change
Supervisor, Dental Services	1	Amendment to Establishment
Dental Hygienist	3	No Change
Dental Assistant	4	No Change
Community Health Officer	2	Amendment to Establishment

ENVIRONMENTAL HEALTH AND INSPECTION SERVICES (14)

Manager	1	No Change
Senior Inspector	2	No Change
Health Inspector	8	No Change
Pest Control Investigator	2	No Change
Health Inspector	1	Amendment to Establishment

PERSONAL HEALTH SERVICES (58)

Manager	1	No Change
Personal Health Services Supervisor	2	No Change
Ancillary Supervisor	1	No Change
Public Health Nurse - District	36	No Change
Public Health Nurse - V.D.	1	No Change
Mental Health Nurse	2	No Change
Public Health Nurse - Mental Health	2	No Change
Public Health Nurse - T.B.	1	No Change
Registered Nurse - Immunization	2	No Change
Registered Nursing Assistant	6	No Change
Family Planning Services Worker	2	No Change
Area Nutrition Consultant	1	No Change
Assistant Supervisor	1	Reassignment

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SUPPORT SERVICES (22)

Manager	1	No Change
Administration Assistant	1	No Change
Courier	1	No Change
Senior Immunization Clerk	1	No Change
Immunization Clerk	1	No Change
Area Office Services Clerk	1	No Change
Area Secretary	3	No Change
Area Payroll and Personnel Clerk	1	No Change
Area Budget and Accounting Clerk	1	No Change
Area Supplies Clerk	1	No Change
Keypunch Clerk-Typist	1	No Change
General Clerk-Typist	1	No Change
Receptionist General Clerk	1	No Change
Medical Clerk-Typist	4	No Change
Dental Clerk	1	No Change
Clerk-Consultant	1	No Change
Medical Clerk-Typist	1	Amendment to Establishment
TOTAL PERMANENT	107	

TEMPORARY (1)

Health Data Analyst	1	No Change
TOTAL TEMPORARY	1	

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EXHIBIT 8.4

PROJECTED ESTABLISHMENT
NORTHERN HEALTH AREA, 1982

PREVENTIVE CLINICAL SERVICES (14)		
Manager and Associate Medical Officer of Health	1	Reassignment
Physician	1	Reassignment
Audiometric Supervisor	1	Reassignment
Audiometric Technician	1	Reassignment
Supervisor, Dental Services	1	Amendment to Establishment
Dental Hygienist	3	Reassignment
Dental Assistant	4	Reassignment
Community Health Officer	1	Amendment to Establishment
Community Health Officer	1	Reassignment
ENVIRONMENTAL HEALTH AND INSPECTION SERVICES (17)		
Manager	1	Reassignment
Senior Inspector	2	Reassignment
Health Inspector	12	Reassignment
Pest Control Investigator	2	Reassignment
PERSONAL HEALTH SERVICES (60)		
Manager	1	Reassignment
Personal Health Services Supervisor	2	Reassignment
Ancillary Supervisor	1	Amendment to Establishment
Public Health Nurse - District	39	Reassignment
Public Health Nurse - V.D.	1	Reassignment
Mental Health Nurse - Specialist	2	Reassignment
Registered Nurse - District	1	Reassignment
Registered Nurse - Immunization	1	Reassignment
Registered Nursing Assistant	7	Reassignment
Family Planning Services Worker	2	Reassignment
Public Health Nutritionist	1	Amendment to Establishment
Assistant Supervisor	1	Reassignment
Coordinator, Healthiest Babies Possible	1	Reassignment

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SUPPORT SERVICES (24)

Manager	1	Reassignment
Administration Supervisor	1	Reassignment
Audiometric Clerk	1	Reassignment
Audiometric Secretary	1	Reassignment
Courier	1	Reassignment
Senior Immunization Clerk	1	Reassignment
Immunization Clerk	1	Reassignment
Area Office Services Clerk	1	Amendment to Establishment
Area Secretary	3	Amendment to Establishment
Area Payroll and Personnel Clerk	1	Amendment to Establishment
Area Budget and Accounting Clerk	1	Amendment to Establishment
Area Supplies Clerk	1	Amendment to Establishment
Equipment Control Clerk	1	Reassignment
General Clerk-Typist	1	Reassignment
Records and Statistics Clerk	1	Reassignment
Medical Clerk-Typist	4	Reassignment
Medical Clerk-Typist	3	Amendment to Establishment
TOTAL PERMANENT	115	

Local Board of Health

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EXHIBIT 8.5

PROJECTED ESTABLISHMENT
WESTERN HEALTH AREA, 1982

PREVENTIVE CLINICAL SERVICES (16)		
Manager and Associate Medical Officer of Health	1	Reassignment
Physician	1	Reassignment
Audiometric Technician	1	Reassignment
Supervisor, Dental Services	1	Amendment to Establishment
Dental Hygienist	4	Reassignment
Dental Assistant	5	Reassignment
Community Health Officer	2	Amendment to Establishment
Registered Nurse - CPR	1	Reassignment
ENVIRONMENTAL HEALTH AND INSPECTION SERVICES (16)		
Manager	1	Reassignment
Senior Inspector	2	Reassignment
Health Inspector	11	Reassignment
Pest Control Investigator	2	Reassignment
PERSONAL HEALTH SERVICES (67)		
Manager	1	Reassignment
Personal Health Services Supervisor	2	Reassignment
Ancillary Supervisor	1	Amendment to Establishment
Public Health Nurse - District	43	Reassignment
Public Health Nurse - V.D.	1	Reassignment
Mental Health Nurse - Specialist	2	Reassignment
Public Health Nurse - Mental Health	3	Reassignment
Registered Nurse - T.B.	1	Reassignment
Registered Nurse - Immunization	1	Reassignment
Registered Nursing Assistant	7	Reassignment
Family Planning Services Worker	2	Reassignment
Public Health Nutritionist	1	Amendment to Establishment
Assistant Supervisor	1	Amendment to Establishment
Assistant Supervisor	1	Reassignment

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SUPPORT SERVICES (22)

Manager	1	Reassignment
Administration Assistant	1	Amendment to Establishment
Courier	1	Reassignment
Senior Immunization Clerk	1	Reassignment
Immunization Clerk	1	Reassignment
Area Office Services Clerk	1	Amendment to Establishment
Area Secretary	3	Amendment to Establishment
Area Payroll and Personnel Clerk	1	Amendment to Establishment
Area Budget and Accounting Clerk	1	Amendment to Establishment
Area Supplies Clerk	1	Amendment to Establishment
Clerk-Typist, Quarantine	1	Reassignment
Statistics Clerk, Nursing	1	Reassignment
Medical Services Clerk-Typist	1	Reassignment
Medical Clerk-Typist	5	Reassignment
Clerk, Special Projects	1	Reassignment
Medical Clerk-Typist	1	Amendment to Establishment
TOTAL PERMANENT	121	

TEMPORARY (1)

Adult Protective Services Worker	1	Reassignment
Community Street Health Worker	1	Reassignment
TOTAL TEMPORARY	2	

Local Board of Health April 1, 1982

EXHIBIT 8.6

PROJECTED ESTABLISHMENT
COMMUNITY HEALTH INFORMATION, 1982

Coordinator	1	Amendment to Establishment
Coordinator, F.P.S. - Research	1	Reassignment
Epidemiologist	1	Reassignment
Biostatistician	1	Reassignment
Senior Statistics Clerk	1	Reassignment
Keypunch Clerk-Typist	3	Reassignment
Library Control Clerk	1	Reassignment
Library Maintenance Officer	1	Reassignment
Chief Clerk, Vital Statistics	1	Amendment to Establishment
Health Planner	1	Reassignment
TOTAL PERMANENT	12	
Health Data Analyst	1	Amendment to Establishment
TOTAL TEMPORARY	1	

Local Board of Health April 1, 1982

EXHIBIT 8.7

PROJECTED ESTABLISHMENT
COMMUNITY HEALTH PROMOTION AND ADVOCACY, 1982

Coordinator	1	Amendment to Establishment
Health Promotion Officer	2	Reassignment
Health Educator	2	Reassignment
Coordinator, F.P.S. - Public Relations	1	Reassignment
Health Advocate	1	Reassignment
TOTAL PERMANENT	7	
Multicultural Health Coordinator	1	Amendment to Establishment
TOTAL TEMPORARY	1	

Local Board of Health April 1, 1982

EXHIBIT 8.8

PROJECTED ESTABLISHMENT
COMMUNITY HEALTH PROTECTION, 1982

Coordinator	1	Amendment to Establishment
Investigative Researcher	1	Amendment to Establishment
Investigative Researcher	1	Reassignment
Education Consultant - Community Health Protection	1	Amendment to Establishment
TOTAL PERMANENT	4	

Local Board of Health April 1, 1982

EXHIBIT 8.9

PROJECTED ESTABLISHMENT
COMMUNITY DISEASE PREVENTION, 1982

Coordinator	1	Amendment to Establishment
School Health Consultant	1	Reassignment
Maternal and Child Health Consultant	1	Reassignment
Rehabilitation Consultant	1	Reassignment
Coordinator, F.P.S. - Programs	1	Reassignment
Psychologist	1	Reassignment
Psychiatric Advisor	1	Amendment to Establishment
Nutrition Consultant	1	Reassignment
C.D.C.& E. Advisor	1	Amendment to Establishment
Education Consultant - Nursing	1	Reassignment
TOTAL PERMANENT	10	

EXHIBIT 9

POSITION DESCRIPTIONS

9.1 Executive Assistant

9.2 Administration Coordinator

9.3 Public Policy Advisor

9.4 Inspection Services Advisor

9.5 Nursing Services Advisor

9.6 Supervisor, Dental Services & Dental Services Advisor

9.7 Community Health Information Coordinator

9.8 Community Health Promotion and Advocacy Coordinator

9.9 Community Health Protection Coordinator

9.10 Community Disease Prevention Coordinator

9.11 Central Resources Executive Officer

9.12 Psychiatric Advisor

9.13 Communicable Disease Control and Epidemiology Advisor

9.14 Supervisor Dental Services

9.15 Supervisor Health Services

9.16 Chief Clerk, Vital Statistics and Evaluation

9.17 Education Consultant, Community Health Protection

9.18 Senior Personnel Records Clerk

9.19 Senior Budget Clerk

9.20 Senior Central Resources Clerk

9.21 Senior Secretary to Central Resources Executive Officer

EXHIBIT 9.1

EXECUTIVE ASSISTANT (APS)

WORK ILLUSTRATION

Advises and assists Medical Officer of Health in Department and Local Board of Health matters. Prepares reports and appropriate communications, including background research of issues. Reviews Department reports to Medical Officer of Health for submission to Local Board of Health as they relate to Department policy, procedures and directives. Directs coordination and production of Department reports to Local Board of Health, Standing Committees of City Council and relevant ministries. Assists in development of Local Board of Health agendas in consultation with Medical Officer of Health and Chairman, Local Board of Health. Reviews all correspondence directed to Medical Officer of Health and prepares responses for her/his signature and takes any other appropriate administrative action. Obtains information necessary to facilitate Medical Officer of Health's decision-making. Advises Medical Officer of Health of actual or anticipated problems, communicates with relevant individuals and offers consultative assistance. Assists Medical Officer of Health in long-range health planning. Directs and coordinates overall Department staff development initiatives, including orientation to Department goals and objectives. Acts as the Department's Equal Opportunity Program representative, develops Department's Action Plan in cooperation with the Department Management Team, and coordinates implementation of such a plan. Reviews City Council, City Executive Committee and Standing Committee agendas and advises Medical Officer of Health on relevant issues. Responds to telephone inquiries and urgent requests from Local Board of Health, City Executive Committee and City Council. Represents Medical Officer of Health at City Council, City Executive Committee and Standing Committee meetings as required. Represents Medical Officer of Health with Boards, Commissions, Civic and Provincial officials and elected and appointed representatives on various matters, often of a confidential and/or conflict resolution nature as required. Represents Medical Officer of Health with professionals, external agencies and groups as required. Liaises with the media and prepares press releases on behalf of the Medical Officer of Health as required. Directs assigned support staff. Assumes responsibility for special projects as assigned. Serves on Department and external committees as required. Participates as a member of the Department Management Team.

Local Board of Health

April 1, 1982

QUALIFICATIONS

Minimum of five years of relevant administrative experience. Demonstrated ability to handle senior management responsibilities. Ability to identify, analyze and provide resolution for related problems. Knowledge of operation of Municipal, Provincial and Federal governments. Excellent interpersonal and communication skills. Demonstrated ability to work effectively with Department staff, Civic officials, elected and appointed officials, professionals, external groups and agencies. Ability to act with discretion and exercise good judgement and tact in handling matters of a sensitive and/or confidential nature. Ability to direct and supervise staff. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Post-graduate degree, preferably in the health or social sciences or approved equivalent.

EXHIBIT 9.2

ADMINISTRATION COORDINATOR (APS)

WORK ILLUSTRATION

Coordinates budget, accounting, personnel and office services functions for Department of Public Health. Plans, organizes, directs and evaluates administrative support services for Central Resources and Office of the Medical Officer of Health. Advises Medical Officer of Health and Department Management Team on administrative and financial matters. Coordinates and presents Department's annual estimates. Coordinates preparation and review of Department's financial report. Provides information on personnel and labour relations policies and procedures to Health Area Managers and Central Resources Coordinators. Coordinates and maintains standard administrative policies and procedures across Department. Coordinates purchase of service agreements (e.g., University of Toronto dental treatment, family planning agencies, VD treatment, etc.). Prepares and presents all budget submissions to external agencies (e.g., Ministry of Health, Ministry of Community and Social Services, Health and Welfare Canada). Maintains establishment control for Department. Acts as principal resource person in budget, personnel and establishment control discussions with other Departments and external agencies. Prepares and administers budget of Central Resources. Assists Medical Officer of Health in long-range health planning. Represents Medical Officer of Health at City Council, City Executive Committee and Budget Committee meetings as required. Provides and coordinates stenographic and clerical function for Central Resources. Provides office services, including filing, incoming and outgoing mail, photocopying and printing, and property maintenance, for Central Resources. Directs performance appraisal and staff development for Central Resource's clerical staff. In consultation with Central Resources Management Team recommends promotions, appointments and disciplinary action. Acts as Central Resources advisor on labour relations and administrative decision-making. Confers regularly with Health Area Business Managers to encourage interchange of information and share current trends in administrative practices. Participates as a member of the Department Management Team.

Local Board of Health

April 1, 1982

QUALIFICATIONS

Minimum of five years experience in financial and personnel administration, preferably in Municipal or Provincial government. Ability to communicate verbal or written instructions concerning financial and personnel matters. Demonstrated ability to work as a consultant in both the technical and human relations aspects of administration. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Post-graduate degree in health administration discipline or approved equivalent.

EXHIBIT 9.3

PUBLIC POLICY ADVISOR (APS)

WORK ILLUSTRATION

Advises and assists Medical Officer of Health on matters related to public policy. Advises Medical Officer of Health on development of new policy and responds to public issues. Advises Medical Officer of Health on strategies to influence other levels of government in the development of health policy. In cooperation with Central Resources Coordinators and Health Area Managers, directs the public policy component of public health programs. Advises Medical Officer of Health on matters related to public relations by coordinating and carrying out a public relations function, and by development of the public policy function for Department of Public Health. Liaises with Department Management Team, Health Area Management Teams, public health staff and members of Local Board of Health regarding the utilization of public policy services. Prepares regular position papers for Medical Officer of Health and Local Board of Health on special areas of health concern. Liaises with community groups and the media regarding promotion of public health services and acts as an advocate for various community groups in the political process. Prepares and delivers public and media addresses as requested. Responds to telephone inquiries and urgent requests from City Council and Local Board of Health. Assists Medical Officer of Health in long-range health planning. Represents Medical Officer of Health at City Council, City Executive Committee and Standing Committee meetings as required. Represents Medical Officer of Health with professionals, external agencies and groups as required. Provides resource input and advises Department Management Team on matters related to public relations and public policy. Confers regularly with Central Resources Coordinators and Health Area Managers to encourage interchange of information and share current trends in public relations and public policy. Participates as a member of the Department Management Team.

QUALIFICATIONS

Good administrative, evaluative and interpersonal skills. Sensitive to and appreciative of community needs. Ability to prepare reports and articles. Ability to prepare and deliver effective addresses. Demonstrated ability to work as a consultant in both the technical and human relations aspects of public

policy. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Post-graduate degree in public health, planning, education or approved equivalent.

EXHIBIT 9.4

INSPECTION SERVICES ADVISOR (APS)

ADDITIONAL DUTIES

Provides advice and support to Medical Officer of Health in development of policy and coordination of inspection personnel in the event of a City-wide emergency. Establishes, in consultation with Health Area Managers, standards for inspection services that cannot effectively be set by a Health Area (e.g., prosecution). Prepares reports to Ministry of Health for Medical Officer of Health on those inspection matters which have City-wide implications. Liaises with Provincial ministries and other groups concerning inspection services.

COMPENSATION

The Inspection Services Advisor will be paid at one additional wage grade above her/his base salary as compensation for the additional duties listed above.

EXHIBIT 9.5

NURSING SERVICES ADVISOR (APS)

ADDITIONAL DUTIES

Provides advice and support to Medical Officer of Health in development of policy and coordination of public health nursing personnel in the event of a City-wide emergency. Establishes, in consultation with Health Area Managers, standards for nursing services that cannot effectively be set by a Health Area. Prepares reports to Ministry of Health for Medical Officer of Health on those public health nursing matters which have City-wide implications. Liaises with Provincial ministries and other groups concerning public health nursing services.

COMPENSATION

The Nursing Services Advisor will be paid at one additional wage grade above her/his base salary as compensation for the additional responsibilities listed above.

EXHIBIT 9.6

SUPERVISOR, DENTAL SERVICES AND DENTAL SERVICES ADVISOR

Directs the clinical and related activities of dental staff. Consults with Preventive Clinical Services Managers and the other Health Area Managers in the hiring, dismissal or assignment of dental and support staff. Ensures the application of a quality control program for clinical and preventive dental activities. Liaises with dental, health, school and other community organizations to ensure the effective application of the dental health program. Investigates complaints made by client/public against Health Area dental staff. Approves repair of dental equipment and purchase of dental supplies and sundries for Health Area. Recommends the purchase or replacement of dental equipment. Reviews and approves statistical and special reports prepared by Health Area dental staff. Advises Health Area staff on dental treatment and program matter. Performs research and shares in the development and implementation of new programs. Prepares reports for Health Area Managers. Attends and shares the work of multi-disciplinary committees of the Health Area. Performs diagnostic dental examinations, dental extractions and other dental procedures, such as fillings (amalgam and composite), places stainless steel crowns. Performs emergency procedures as required. Performs root canal and oral hygiene procedures (propyhlaxis, scaling, topical fluoride applications, etc.) and treats periodontal conditions as necessary. Places removable space maintainers. Operates dental x-ray machine and interprets x-rays. Prescribes antibiotics and drugs as necessary. Ensures the preparation and submission of daily statistical reports. Maintains treatment charges. Performs oral examinations on senior citizens. Develops standards for public health dental services to be delivered uniformly across the City. Provides advice and support to Medical Officer of Health, Health Area Managers and supervisory dentists concerning dental issues of public health significance. Establishes standards for public health dental services that cannot effectively be set by a Health Area. Prepares reports to Local Board of Health, Standing Committees of City Council, and Ministry of Health for Medical Officer of Health on those public health dental matters that have City-wide implications. Represents Medical Officer of Health/Department on City and Provincial committees as assigned. Confers regularly with supervisory dentists to encourage interchange of information and share current trends in public health dental services.

Local Board of Health

April 1, 1982

QUALIFICATIONS

Minimum of three years experience as a full-time dentist. Demonstrated leadership and management skills. Demonstrated ability to work cooperatively with staff and/or community in setting goals for dental health service delivery. Demonstrated interest in staff development. Demonstrated willingness and ability to work in multi-disciplinary teams. Good administrative, evaluative and interpersonal skills. Sensitive to and appreciative of community needs. Ability to prepare reports and articles. Ability to prepare and deliver effective addresses. Demonstrated ability to work as a consultant in both the technical and human relations aspects of public health dental services.

MINIMUM EDUCATIONAL REQUIREMENTS

Graduate in dentistry from a recognized university. Licentiate in good standing of the Royal College of Dental Surgeons of Ontario. Diploma in Dental Public Health, Master of Public Health or equivalent post-graduate qualification.

EXHIBIT 9.7

COMMUNITY HEALTH INFORMATION COORDINATOR (APS)

WORK ILLUSTRATION

Administers and coordinates the Department's community health information core program as recommended by the Community Health Information Program Committee and approved by Department Management Team. Plans, organizes, directs and evaluates the Community Health Information Section. Develops and recommends minimum standards for community health information to be delivered uniformly across the City. Provides advice and support to Medical Officer of Health, Department Management Team, Community Health Information Program Committee and Health Area Managers and staff concerning community health information. Organizes and directs the collection of vital statistics. Directs community health information studies associated with long-term planning of the Department. Coordinates the Department's computer systems in conjunction with Management Services Department. Develops, organizes and maintains the community health information resource centre. Provides professional development courses on health information methodology, data collection, etc., for Health Area staff. Prepares reports on community health information for submission to the Local Board of Health, Standing Committees of City Council and relevant ministries, and directs staff in preparation of same. Directs special community health status studies as assigned.

Participates as an equal member of the Central Resources Management Team setting central goals and objectives, ensuring quality of resource services, and assessing progress and outcome of programs. Liaises with groups and organizations inside/outside City Hall regarding community health information. Represents Medical Officer of Health/Department on City and Provincial committees, where appropriate. Prepares and delivers public and media addresses as requested. Directs performance appraisal and staff development programs for all personnel in the Community Health Information Section. In consultation with the Central Resources Management Team, recommends appointments, promotions and disciplinary action. Participates in preparation of Central Resources budget.

Local Board of Health April 1, 1982

QUALIFICATIONS

Strong leadership qualities with a genuine desire to work cooperatively with staff, Health Areas and community in planning and implementing community health information programs. Demonstrated ability to work as principal advisor in both technical and human relations aspects of community health information systems. Minimum of five years experience in community health information systems administration, and/or acceptable equivalent. Ability to prepare reports and articles, and to direct and supervise staff in preparation of same. Excellent public speaking skills and ability to deliver effective educational addresses. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Post-graduate degree in computer sciences, library sciences, social sciences, statistics or epidemiology, or approved equivalent.

EXHIBIT 9.8

COMMUNITY HEALTH PROMOTION AND ADVOCACY COORDINATOR (APS)

WORK ILLUSTRATION

Administers and coordinates the Department's community health promotion and advocacy core program as recommended by the Community Health Promotion and Advocacy Program Committee and approved by Department Management Team. Plans, organizes, directs and evaluates the Community Health Promotion and Advocacy Section. Develops and recommends minimum standards for community health promotion and advocacy to be delivered uniformly across the City. Provides advice and support to Medical Officer of Health, Department Management Team, Community Health Promotion and Advocacy Program Committee and Health Area Managers and staff concerning community health promotion and advocacy. Provides community health promotion and advocacy consulting services to the Health Areas. Directs the professional development activities of the Section. Prepares reports on community health promotion and advocacy for submission to Local Board of Health, Standing Committees of City Council and relevant ministries, and directs staff in preparation of same. Directs special community health promotion and advocacy projects as assigned.

Participates as an equal member of the Central Resources Management Team setting central goals and objectives, ensuring quality of resource services, and assessing progress and outcome of programs. Liaises with groups and organizations inside/outside City Hall regarding community health promotion and advocacy. Represents the Medical Officer of Health/Department on City and Provincial committees, where appropriate. Prepares and delivers public and media addresses as requested. Directs performance appraisal and staff development programs for all personnel in the Community Health Promotion and Advocacy Section. In consultation with the Central Resources Management Team, recommends appointments, promotions and disciplinary action. Participates in preparation of Central Resources budget.

Local Board of Health April 1, 1982

QUALIFICATIONS

Strong leadership qualities with a genuine desire to work cooperatively with staff, Health Areas and community in planning and implementing community health promotion and advocacy programs. Demonstrated ability to work as principal advisor in both technical and human relations aspects of community health promotion and advocacy. Minimum of five years experience in community health promotion and advocacy administration, and/or acceptable equivalent. Ability to prepare reports and articles, and to direct and supervise staff in preparation of same. Excellent public speaking skills and ability to deliver effective educational addresses. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Post-graduate degree in education, social sciences, public relations or approved equivalent.

Local Board of Health April 1, 1982

EXHIBIT 9.9

COMMUNITY HEALTH PROTECTION COORDINATOR (APS)

WORK ILLUSTRATION

Administers and coordinates the Department's community health protection core program as recommended by the Community Health Protection Program Committee and approved by the Department Management Team. Plans, organizes, directs and evaluates the Community Health Protection Section. Develops and recommends minimum standards for community health protection to be delivered uniformly across the City. Provides advice and support to the Medical Officer of Health, Department Management Team, the Community Health Protection Program Committee and Health Area Managers and staff concerning community health protection. Prepares reports on community health protection for submission to the Local Board of Health, Standing Committees of City Council and relevant ministries, and directs staff in preparation of same. Liaises with Provincial ministries on community health protection. Coordinates the Department's industrial hygiene program and serves as its representative on the City Occupational Health and Safety Committee. Directs environmental health investigations. Directs special studies on community health protection as assigned.

Participates as an equal member of the Central Resources Management Team setting central goals and objectives, ensuring quality of resource services, and assessing progress and outcome of programs. Liaises with groups and organizations inside/outside City Hall regarding community health protection. Represents the Medical Officer of Health/Department on City and Provincial committees, where appropriate. Prepares and delivers public and media addresses as requested. Directs performance appraisal and staff development programs for all personnel in the Community Health Protection Section. In consultation with the Central Resources Management Team, recommends appointments, promotions and disciplinary action. Participates in preparation of Central Resources budget.

Local Board of Health

April 1, 1982

QUALIFICATIONS

Strong leadership qualities with a genuine desire to work cooperatively with staff, Health Areas and community in planning and implementing community health protection programs. Demonstrated ability to work as principal advisor in technical and human relations aspects of community health protection. Minimum of five years experience in community health protection administration and/or acceptable equivalent. Ability to prepare reports and articles, and to direct and supervise staff in preparation of same. Excellent public speaking skills and ability to deliver effective educational addresses. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Post-graduate degree in a health or health-related discipline or approved equivalent.

EXHIBIT 9.10

COMMUNITY DISEASE PREVENTION COORDINATOR (APS)

WORK ILLUSTRATION

Administers and coordinates the Department's community disease prevention core program as recommended by the Community Disease Prevention Program Committee and approved by the Department Management Team. Plans, organizes, directs and evaluates the Community Disease Prevention Section. Develops and recommends minimum standards for community disease prevention to be delivered uniformly across the City. Provides advice and support to the Medical Officer of Health, Department Management Team, Community Disease Prevention Program Committee and Health Area Managers and staff concerning community disease prevention. Directs the work of professional consulting services and makes recommendations for enrichment and/or expansion of such service. Prepares reports on community disease prevention for submission to the Local Board of Health, Standing Committees of City Council and relevant ministries, and directs staff in preparation of same. Liaises with Provincial ministries and acts as the Department's principal representative with school boards and the Ministry of Health in the area of community disease prevention. Coordinates the Department's accident prevention initiatives. Directs special studies on community disease prevention as assigned.

Participates as an equal member of the Central Resources Management Team setting central goals and objectives, ensuring quality of resource services, and assessing progress and outcome of programs. Liaises with groups and organizations inside/outside City Hall regarding community disease prevention. Represents the Medical Officer of Health/Department on City and Provincial committees, where appropriate. Prepares and delivers public and media addresses as requested. Directs performance appraisal and staff development programs for all personnel in the Community Disease Prevention Section. In consultation with the Central Resources Management Team, recommends appointments, promotions and disciplinary action. Participates in preparation of Central Resources budget.

Local Board of Health April 1, 1982

QUALIFICATIONS

Strong le dership qualities with a genuine desire to work cooperatively with staff, Health Areas and community in planning and implementing community disease prevention programs. Demonstrated ability to work as principal advisor in both technical and human relations aspects of community disease prevention. Minimum of five years experience in community disease prevention administration and/or acceptable equivalent. Ability to prepare reports and articles, and to direct and supervise staff in preparation of same. Excellent public speaking skills and ability to deliver effective educational addresses. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Post-graduate degree in a health or health-related discipline or approved equivalent.

EXHIBIT 9.11

CENTRAL RESOURCES EXECUTIVE OFFICER (APS)

This Position Will Be Filled By One Of The Coordinators

ADDITIONAL DUTIES

Coordinates activities of the Central Resources Management Team and is accountable to the Medical Officer of Health for decisions of the Team. Provides leadership in developing Central Resources Management Team decisions. Acts as liaison between the Medical Officer of Health and Central Resources Management Team. Chairs Central Resources Management Team meetings. Acts as chief spokesperson for the Central Resources Management Team on matters concerning Central Resources Section. Reports to the Department Management Team on the operations of the four Program Committees. Acts as Central Resources representative on Department budget matters. Participates as a member of the Department Management Team.

COMPENSATION

Central Resources Executive Officer will be paid an annual honorarium of $2,500 above her/his base salary as compensation for the additional responsibilities listed above.

EXHIBIT 9.12

PSYCHIATRIC ADVISOR (APS)

WORK ILLUSTRATION

Develops standards for public health mental health services to be delivered uniformly across the City. Provides advice and support to the Medical Officer of Health and Health Area Managers concerning the medical aspects of mental illness and any general diseases which may be of public health significance. Advises the Medical Officer of Health in development of policy and coordination of mental health personnel in the event of a City-wide emergency. Establishes standards for mental health services that cannot effectively be set by a Health Area. Prepares reports to the Local Board of Health, Standing Committees of City Council and Ministry of Health for the Medical Officer of Health on those mental health matters which have City-wide implications. Liaises with Provincial ministries and other groups concerning mental health services. Represents the Medical Officer of Health/Department on City and Provincial committees, where appropriate. Confers regularly with other Central Resources staff and Health Area Managers to encourage interchange of information and share current trends in mental health services.

QUALIFICATIONS

Good administrative, evaluative and interpersonal skills. Sensitive to and appreciative of community needs. Ability to prepare reports and articles. Ability to prepare and deliver effective addresses. Demonstrated ability to work as a consultant in both the technical and human relations aspects of public health mental health services. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Graduate in medicine from a recognized university. Licentiate of the College of Physicians and Surgeons of Ontario and qualified to practice in Ontario. Post-graduate training in psychiatry with special attention to child psychiatry. Certificate specialist of the Royal College of Physicians and Surgeons of Canada in psychiatry.

EXHIBIT 9.13

COMMUNICABLE DISEASE CONTROL AND EPIDEMIOLOGY ADVISOR (APS)

WORK ILLUSTRATION

Develops standards for public health communicable disease services to be delivered uniformly across the City. Provides advice and support to the Medical Officer of Health and Health Area Managers concerning the medical aspects of communicable diseases and any general diseases which may be of public health significance. Advises the Medical Officer of Health in development of policy and coordination of public health medical personnel in the event of a City-wide communicable disease emergency. Establishes standards for communicable disease services that cannot effectively be set by a Health Area. Prepares reports to the Local Board of Health, Standing Committees of City Council and Ministry of Health for the Medical Officer of Health on those communicable disease matters which have City-wide implications. Liaises with Provincial ministries and other groups concerning communicable disease services. Represents the Medical Officer of Health/Department on City and Provincial committees, where appropriate. Confers regularly with other Central Resources staff and Health Area Managers to encourage interchange of information and share current trends in communicable disease services.

Analyzes City and Provincial epidemiology data for disease trends and determinants. Identifies areas of particular concern to the City and recommends or supports additional study in these areas to develop appropriate planning strategies. Writes and disseminates up-to-date epidemiological information to Health Areas to ensure adequate technical information is available for health program planning. Initiates appropriate educational programs for professionals and populations at risk. Provides expert advice on the surveillance and control of communicable diseases including venereal disease. Coordinates the collection, analysis and dissemination of epidemiological data relating to communicable diseases.

Local Board of Health

April 1, 1982

QUALIFICATIONS

Good administrative, evaluative and interpersonal skills. Sensitive to and appreciative of community needs. Ability to prepare reports and articles. Ability to prepare and deliver effective addresses. Demonstrated ability to work as a consultant in both the technical and human relations aspects of public health communicable disease services. Demonstrated willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Graduate in medicine from a recognized university. Licentiate of the College of Physicians and Surgeons of Ontario and qualified, or eligible to be qualified, to practice in Ontario. Post-graduate training and qualification in public health.

EXHIBIT 9.14

SUPERVISOR, DENTAL SERVICES (APS)

WORK ILLUSTRATION

Directs the clinical and related activities of dental staff. Consults with the Preventive Clinical Services Managers and other Health Area Managers in the hiring, dismissal or assignment of dental and support staff. Ensures the application of a quality control program for clinical and preventive dental health activities. Liaises with dental, health, school and other community organizations to ensure effective application of the dental health program. Investigates complaints made by client/public against Health Area dental staff. Approves repair of dental equipment and purchase of dental supplies and sundries for Health Area. Recommends purchase or replacement of dental equipment. Reviews and approves statistical and special reports prepared by Health Area dental staff. Advises Health Area staff on dental treatment and program matters. Performs research and shares in development and implementation of new programs. Prepares reports for Health Area Managers. Attends and shares the work of inter-disciplinary committees of the Health Area. Performs diagnostic dental examinations, dental extractions and other dental procedures, such as fillings (amalgam and composite), places stainless steel crowns. Performs emergency procedures as required. Performs root canal and oral hygiene procedures (prophylaxis, scaling, topical fluoride applications, etc.) and treats periodontal conditions as necessary. Places removable space maintainers. Operates dental x-ray machine and interprets x-rays. Prescribes antibiotics and drugs as necessary. Ensures the preparation and submission of daily statistical reports. Maintains treatment charges. Performs oral examinations on senior citizens.

QUALIFICATIONS

Minimum of three years experience as a full-time dentist. Demonstrated leadership and management skills. Demonstrated ability to work cooperatively with staff and/or community in setting goals for dental health service delivery. Demonstrated interest in staff development. Demonstrated willingness and ability to work in multi-disciplinary teams.

Local Board of Health April 1, 1982

MINIMUM EDUCATIONAL REQUIREMENTS

Licentiate in dentistry from a recognized university. Licentiate in good standing of the Royal College of Dental Surgeons of Ontario. Diploma in Dental Public Health, Master of Public Health or equivalent post-graduate qualifications.

EXHIBIT 9.15

SUPERVISOR, HEALTH SERVICES (APS)

WORK ILLUSTRATION

Directs health services to City of Toronto employees by supervising and coordinating the health examination, counselling and education function of the Department of Public Health. Directs the nursing staff and coordinates the physicians engaged in the employee health program including pre-employment, physical disability and other medical examinations. Liaises with Personnel Services Division, Management Services Department, concerning employee appointments, certificates, etc. Liaises with local agencies such as Metropolitan Toronto Personnel Department, medical consultants and community physicians on matters related to employee health services to provide information and ensure quality of program. Conducts counselling and education programs as required and assists in preparation of material for same. Occasionally carries out nursing component of pre-employment medical examinations. Responds to employee and public health emergencies within/outside City Hall, as necessary. Responsible for supervising the requisitioning, maintenance, servicing and distribution of supplies, materials and equipment for health service. Compiles and submits to the Health Area physician data and information in the health service program for annual reports. Performs annual evaluations of staff and forwards recommendations as required to appropriate Health Area Managers. Participates in committee work as required.

QUALIFICATIONS

Minimum of two years experience as a staff nurse. Demonstrated leadership and management skills. Demonstrated ability to work cooperatively with staff in setting goals for employee health services. Demonstrated interest in staff development and health education. Willingness and ability to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Registered nurse currently registered, or eligible to be registered, with the College of Nurses in Ontario. Baccalaureate degree from approved University School of Nursing.

Local Board of Health April 1, 1982

EXHIBIT 9.16

CHIEF CLERK, VITAL STATISTICS AND EVALUATION (APS)

WORK ILLUSTRATION

Coordinates the data collection, compilation and analysis activities of the vital statistics segment of the Department's information system. Provides statistical support services to all Health Areas. Consults at various levels with Health Areas and Central Resources regarding statistical methodology. Establishes and carries out quality control mechanisms for data collection, coding, and input on terminal (e.g., computer verification of data). Reviews medical coding of death certificates performed by senior statistical clerk on a daily basis and performs this function in the clerk's absence. Drafts correspondence on immunization and vital statistics requests from Health Areas and the general public. Designs and revises statistical data input forms and maintains inventory of forms. Maintains updated computer files. Uses computerized system for data analysis (SAS) for special health projects and statistical studies. Liaises with the office of the Provincial Registrar-General for the collection of incomplete statistical source data on a weekly basis and reviews such data for accuracy and consistency with International Classification of Deaths regulations and the Vital Statistics Act. Maintains current immunization and vital statistics registers and acts as custodian for immunization consent forms. Coordinates and consults with Health Areas on data collection and analysis for evaluation of Department of Public Health programs. Oversees and analyzes occasional surveys and evaluations (e.g., coding format, methodological considerations, questionnaire design, coding, keypunching, computer programming and statistical analysis.

QUALIFICATIONS

Knowledge and experience in vital statistics systems, including data collection, analysis and interpretation. Attention to detail. Ability to prepare statistical reports on health data information which will be useful to the public and the Health Areas. Initiative and independent judgement on matters of vital statistics, evaluation surveys. Ability to work effectively under pressure and maintain cooperative relationships with Health Area staff, other Civic Departments, external agencies and the public. Willingness to work in multi-disciplinary teams.

Local Board of Health April 1, 1982

MINIMUM EDUCATIONAL REQUIREMENTS

Grade 12 or approved equivalent.

Local Board of Health April 1, 1982

EXHIBIT 9.17

EDUCATION CONSULTANT, COMMUNITY HEALTH PROTECTION (LOCAL 79)

WORK ILLUSTRATION

Provides consulting services on community health protection to the Health Areas, community groups and the general public. Formulates and implements staff development, staff orientation and in-service education programs in consultation with the Community Health Protection Program Committee and the Health Areas. Provides consultation to Department staff on the environmental health and inspection process and related skills. Interprets Department services to community groups, students and the general public. Answers public enquiries on telephone. Prepares reports as necessary. Prepares correspondence for own signature and/or Medical Officer of Health. Participates on community and professional committees, addresses community groups. Selects and recommends materials for Department Health Information Centre. Oversees the planning of student investigation field work with the Health Areas. Assists with special studies for the Central Resources Management Team.

QUALIFICATIONS

Wide knowledge and experience in general and public health inspection and education methods. Demonstrated ability to teach, encourage and motivate staff, and to coordinate and plan for introductory and continuing in-service programs for staff. Ability to establish and maintain effective staff and public relations. Ability to analyze work, prepare written material and speak effectively in public, and to initiate and contribute to projects, studies and research. Comprehensive experience in administration and in supervision of staff. Additional approved preparation, with emphasis on education methods would be an asset. A minimum of two years public health inspection experience is required.

MINIMUM EDUCATIONAL REQUIREMENTS

Certificate in public health inspection or approved equivalent in a related health discipline.

EXHIBIT 9.18

SENIOR PERSONNEL RECORDS CLERK (LOCAL 79)

WORK ILLUSTRATION

Maintains the personnel services function of the Department of Public Health by coordinating the personnel correspondence, requisitions and recommendations between the Health Areas and the appropriate Civic Departments. Drafts and/or prepares routine correspondence, statements and reports on personnel-related work as required by the Administration Coordinator. Checks for accuracy of reports, documents, correspondence, etc., forwarded by other Sections. Compiles and types personnel statements required for preparing annual estimates and Ministry of Health budgets with regard to wages and salaries. Acts on personnel matters for the Administration Coordinator and types letters, reports, and statements as required. Files confidential documents and correspondence as necessary. Coordinates the Blood Donor Clinic and charitable campaigns such as United Way, etc. for Department of Public Health. Receives from Personnel Services Division, Management Services Department, appointments for Review Boards, notices of written examination and leave of absence, and forwards them on to Health Areas. Maintains the personnel and payroll function for the Office of the Medical Officer of Health and Central Resources. Types and prepares personnel requisitions, Payroll Change Authorizations, form letters, memos, stencils, resignation and retirement forms. Carries out documentation of all new employees in Section. Maintains employee personnel records, employment suitability cards, and other files. Prepares and records daily memorandum of absenteeism and maintains employee absence records. Prepares permanent, temporary and casual payroll data for the Finance Department. Interprets payroll and personnel procedures within specified guidelines. Prepares and records vacation lists, sick pay claims, requests for leave of absence. Records and activates staff evaluation files. Sorts and distributes Health Area payroll cheques. Directs clerks in regard to personnel and payroll matters. Performs necessary duties of Health Area payroll and personnel clerks during temporary absences.

QUALIFICATIONS

Minimum of four years of clerical experience in a payroll or personnel environment and familiarity with payroll and personnel

documents. Ability to type and prepare correspondence, to work accurately with figures and to prepare routine forms, letters and statements. Familiarity with retrieving personnel and payroll information from the CRT terminal would be an asset. Ability to work effectively under pressure and maintain cooperative relationships with Health Area staff, other Civic Departments and the public. Wide knowledge of organization, payroll and personnel functions of the City of Toronto. Willingness to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Grade 12 or approved equivalent.

EXHIBIT 9.19

SENIOR BUDGET CLERK (LOCAL 79)

WORK ILLUSTRATION

Coordinates and prepares the City of Toronto budget estimates for the Department of Public Health. Coordinates and prepares the Ministry of Health budget estimates and financial statements for the Department of Public Health. Collects, checks and consolidates budget estimates from the Health Areas and prepares final Department estimates. Assists Administration Coordinator in the presentation of the estimates. Reviews detailed cost, budget variance, trial balance and statement of operations from a Department perspective. Prepares statistical data for the Local Board of Health. Prepares financial statements pertaining to the year-end settlement with the Ministry of Health. Liaises with the Provincial and Federal governments re: cost-sharing on public health programs, family planning services, community service projects and Health and Welfare Canada grants. Liaises with City Finance Department with respect to various accounting matters including payments from outside agencies. Deposits cheques and cash from outside individuals and companies with Finance Department. Carries out payroll and accounting function for the Local Board of Health. Maintains the budget and accounting function for the Central Resources Section in accordance with standard Civic procedures. Prepares Central Resources budget estimates based on input from the Sections. Attends budget meetings with the Administration Coordinator. Coordinates preparation of budget allotment sheets after approval of annual estimates. Reviews all petty cash vouchers and maintains the Central Resources petty cash fund. Reviews all material and purchase requisitions and submits to Purchasing and Supply Department for handling. Prepares disbursement vouchers for signature of Administration Coordinator and payment by Finance Department. Maintains Central Resources mileage and parking records. Directs checks in regard to budget and accounting matters. Performs necessary duties of Health Area budget and accounting clerks during temporary absences.

QUALIFICATIONS

Minimum of four years of clerical experience in a budget and accounting environment. Wide knowledge of budget, accounting and payroll functions of the City of Toronto. Ability to type budgets

and financial statements, to work accurately with figures, and to prepare routine forms and statements. Familiarity with computer Accounting Enquiry System would be an asset. Ability to work effectively under pressure and maintain cooperative relationships with Health Area staff, other Civic Departments, external agencies and the public. Willingness to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Grade 12 or approved equivalent.

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EXHIBIT 9.20

SENIOR CENTRAL RESOURCES CLERK (LOCAL 79)

WORK ILLUSTRATION

Plans, organizes and supervises the clerical and stenographic work of the Central Resources Section. Allocates duties, checks work, plans and coordinates clerical meetings, orients new staff, coordinates filing systems, and personnel schedules. Approves and signs purchase requisitions, petty cash vouchers and inventory slips. Directs petty cash procedures. Types confidential correspondence, minutes, memos and reports from written or dictated material. Answers telephone enquiries from Department clerical staff pertaining to administrative practices. Plans for system, efficiency and dispatch in carrying out the central coordination functions of the Department. Trains clerical staff in effective meeting organization, minute-taking and follow-up. Exercises independent judgement and, under direction, assumes responsibility for the successful conduct of the clerical affairs of the Central Resources Management Team. Hires and evaluates staff. Attends senior management meetings as secretary; records, transcribes and types minutes. Prepares reports, statements and statistical data pertaining to the more complex operations of Central Resources and the Department. Assists with the review and production of reports for the Local Board of Health. Maintains administrative manuals for the Department of Public Health and assists the Administration Coordinator and Business Managers in the maintenance of sound administrative practices. Monitors the clerical activities across the Department and ensures that appropriate information is exchanged with all clerical staff relating to changes/new developments in public health.

QUALIFICATIONS

Ability to direct and coordinate staff under her/his supervision. Ability to prepare effective correspondence, reports and statements. Ability to relate effectively to all Department clerical staff and share information in a clear and comprehensive manner. Wide knowledge of administrative practices of the Civic organization, including the affairs of the Local Board of Health. Initiative and sound judgement with ability to advise on matters of policy. Good judgement in public and personnel relations. Ability to analyze administrative problems and make recommendations as to their solution. Ability to work effectively

under pressure and maintain cooperative relationships with Department staff, other Civic Departments, and the public. Willingness to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Grade 12 or approved equivalent.

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EXHIBIT 9.21

SENIOR SECRETARY TO CENTRAL RESOURCES EXECUTIVE OFFICER (LOCAL 79)

WORK ILLUSTRATION

Provides stenographic, typing and secretarial services to Central Resources Executive Officer. Types memoranda, correspondence, minutes and reports from handwritten or dictated material. Composes replies to correspondence. Records minutes of meetings chaired by Central Resources Executive Officer; drafts and types administrative and confidential communications to Central Resources Management Team and staff. Handles confidential material for Central Resources Executive Officer. Screens calls for the Central Resources Executive Officer, arranges appointments and makes referrals where necessary. Develops and manages the operation of Central Resources filing system. Opens, sorts and registers all mail and correspondence for Central Resources Executive Officer, checks files for pertinent information, maintains follow-up to ensure that replies are carried out. Assists in interviewing prospective clerical staff. Liaises with Office of the Medical Officer of Health on behalf of Central Resources Executive Officer concerning matters related to functioning of Central Resources Management Team. Maintains personnel files, daily absentee reports, attendance records and leave of absence schedules, and forwards to the Administration Coordinator's section.

QUALIFICATIONS

Minimum of three years of secretarial experience. Ability to maintain a mail and filing system. Ability to work accurately and verify clerical work for others. Ability to work effectively under pressure and maintain cooperative relationships with Health Area staff, other Civic Departments, and the public. Familiarity with the use of the ATMS terminal would be an asset. Willingness to work in multi-disciplinary teams.

MINIMUM EDUCATIONAL REQUIREMENTS

Grade 12 or approved equivalent.

EXHIBIT 10

DEPARTMENT MANAGEMENT TEAM

TITLE

Department Management Team

FUNCTION

To direct the overall operations of the Department of Public Health, and maintain a self-regulatory and responsive public health system, subject to the approval and direction of the Local Board of Health.

Specifically, the responsibilities of the Department Management Team will be to:

- determine long-term goals and objectives of the Department of Public Health, and where necessary, seek Local Board of Health and/or City Executive Committee approval;
- establish City-wide policies on operation of community-based services;
- establish City-wide policies on Department and Provincial core programs;
- review and decide priorities for allocation of staff and budget in the Department;
- maintain effective liaison with the Local Board of Health, Area Community Advisory Boards and other groups to whom the Department is accountable or needs to be responsive;
- review annual and ongoing evaluations of overall effectiveness of Health Area public health programs and Central Resources;
- assign staff to coordinate handling of City wide crises.

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COMPOSITION

Medical Officer of Health, four Area Executive Officers, Central Resources Executive Officer, Administration Coordinator, Executive Assistant and Public Policy Advisor.

ORGANIZATION

The Department Management Team will be chaired by the Medical Officer of Health or her/his designate.

Other Area Managers, Central Resources Coordinators and designated staff will provide resource input to the Department Management Team as required.

REPORTING RELATIONSHIP TO THE MEDICAL OFFICER OF HEALTH

Direct.

AUTHORITY

The Department Management Team will operate within the legal authority delegated by the Medical Officer of Health. The Team will act as the senior management decision-making body of the Department.

Consistent with its responsibilities, the Team will have authority in the following specific areas:

- direction of overall Department operations;
- establishment of City-wide program goals and priorities;
- establishment of Department management policy;
- determination of financial and staff resource allocations;
- establishment of minimum City-wide program standards;
- evaluation of performance of Health Areas and Central Resources;
- coordination of handling of City-wide health crises;
- representation of Department as principal liaison with external Departments, agencies, organizations.

Finally, the Team will have authority to resolve issues creating prolonged conflict between Health Areas and Central Resources.

EXHIBIT 11

OFFICE OF THE MEDICAL OFFICER OF HEALTH

TITLE

Office of the Medical Officer of Health

FUNCTION

The Office of the Medical Officer of Health will provide support services to the Medical Officer of Health in the areas of public policy, internal and external liaison and general administration.

Specifically, the functions of the Office will be to:

- advise and assist Medical Officer of Health on public policy and public relations issues related to public health;
- maintain liaison with Ministry of Health and other relevant government agencies on public health matters;
- carry out long-range planning function;
- prepare regular position papers on new areas concerning public health;
- advise Medical Officer of Health and Chairman, Local Board of Health on Board policies and procedures;
- coordinate preparation, presentation and follow-up on Local Board of Health reports;
- act as representative of Medical Officer of Health and the Chairman, Local Board of Health, in discussions with internal and external groups concerning Department and Board matters;
- presentation of Department's Budget Estimates and financial statements to appropriate municipal and provincial bodies;
- coordinate and maintain administrative personnel policies and procedures on a City-wide basis;
- formulate and direct staff development on a City-wide basis;

- maintain personnel, accounting and clerical services function for Office of the Medical Officer of Health and Central Resources Management Team;

COMPOSITION AND ORGANIZATION

The Office will be divided into three sections: public policy; executive secretariat, and administration. Each section to be headed by a senior staff member.

REPORTING RELATIONSHIP TO THE MEDICAL OFFICER OF HEALTH

Direct.

AUTHORITY

The senior staff in the Office of the Medical Officer of Health will operate within legal authority delegated by Medical Officer of Health. The staff will provide an advisory, liaison and coordination function for the Medical Officer of Health.

Consistent with their responsibilities, the senior staff will have authority in the following specific areas:

- public statements on Department policy;
- presentation of Budget Estimates and financial reports;
- minimum standards for reports submitted to Local Board of Health, Standing Committtees of City Council and relevant government agencies;
- Department's staffing establishment and organization structure with particular reference to personnel policies and procedures;
- staff recruitment and maintenance of staff relations for the Office of the Medical Officer of Health
- management of the Office of the Medical Officer of Health's budget approved in Department estimates;
- direct staff development on a Department-wide basis.

Finally, these senior staff, under the direction of the Medical Officer of Health, will have indirect authority through the Department Management Team, to organize and direct specific activities on a Department-wide basis.

EXHIBIT 12

AREA MANAGEMENT TEAM

TITLE

Area Management Team (Health Area).

HEALTH AREA

There will be one Area Management Team in each Health Area. (See Exhibit 22 for Health Area boundaries).

FUNCTION

To plan, organize, direct and evaluate delivery of all public health services in a Health Area, subject to approval of the Department Management Team and advice from the Area Community Advisory Board and Central Resources Management Team. This should be accomplished in ways which are sensitive to the needs of the Medical Officer of Health, Area staff, Area residents and Local Board of Health.

Specifically, the responsibilities of an Area Management Team will be to:

- deliver all public health services in a Health Area;
- provide administrative leadership to staff assigned to a Health Area;
- set Health Area goals and objectives consistent with City-wide goals and at the same time sensitive to local health needs;
- evaluate and respond to community requests;
- coordinate public health services with those of other health and social services in a Health Area;
- evaluate public health programs and employee performance within a Health Area;
- coordinate public health services with other Health Areas and Central Resources.

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COMPOSITION

Each Area Management Team will be composed of four Area Managers, each of whom will have staff and programs assigned to her/him.

ORGANIZATION

One member of an Area Management Team will be appointed the Executive Officer for a fixed term. This Executive Officer will be directly accountable to the Medical Officer of Health. Methods of organization and decision-making of the Team will be decided by the four Area Managers.

REPORTING RELATIONSHIP TO THE MEDICAL OFFICER OF HEALTH

Through the Department Management Team.

AUTHORITY

An Area Management Team will operate within the legal authority delegated by the Department Head. A Team will act as the management decision-making body in the Health Area, and exercise its authority consistent with Department-wide management policy as established by the Department Management Team.

Consistent with its responsibilities, an Area Management Team will have authority in the following specific areas:

- management of all public health services in Health Area;
- implementation of Department-wide core programs and maintenance of minimum standards at Health Area level;
- implementation of other health programs specific to Health Area needs;
- staff recruitment and maintainance of staff relations at Health Area level;
- management of Health Area budget approved in Department Estimates;
- evaluation of all Health Area programs.

EXHIBIT 13

CENTRAL RESOURCES MANAGEMENT TEAM

TITLE

Central Resources Management Team

FUNCTION

To plan, organize, direct and evaluate delivery of central resources on a City-wide basis, subject to approval of the Department Management Team and advice from external agencies and the community. This should be accomplished in ways which are sensitive to the needs of the Medical Officer of Health, Health Area Management Teams, Department staff, Area Community Advisory Boards, Local Board of Health, and residents of the City of Toronto.

Specifically, the responsibilities of the Central Resources Management Team will be to:

- advise and assist the Medical Officer of Health and Health Area Management Teams on development, improvement and evaluation of Department core programs;
- carry out special studies aimed at maintaining a self-regulatory and responsive community-based public health system;
- develop and coordinate City-wide community health information systems, including collection, analysis, dissemination and evaluation of health data;
- develop and maintain a community health information resource centre for the Department and community;
- coordinate and carry out City-wide community health promotion, health education, advocacy, and public relations initiatives;
- develop and monitor minimum program standards across the Department;

- provide consulting services to Health Areas in specialized public health services, with specific reference to community health protection and disease prevention;

- research new health issues of concern to public health;

- conduct Department's occupational health program.

COMPOSITION

The Central Resources Management Team will be composed of four Coordinators, each of whom will have staff and programs assigned to her/him in a line relationship.

ORGANIZATION

One member of the Central Resources Management Team will be appointed the Executive Officer for a fixed term. The Executive Officer will be directly accountable to the Medical Officer of Health. Methods of organization and decision-making of the Central Resources Management Team will be decided by the four Coordinators.

REPORTING RELATIONSHIP TO THE MEDICAL OFFICER OF HEALTH

Through the Department Management Team.

AUTHORITY

The Central Resources Management Team will operate within the legal authority delegated by the Medical Officer of Health. The Team will act as the health information, health protection, health promotion, disease prevention, professional consulting body of the Department.

Consistent with its responsibilities, the Team will have authority in the following specific areas:

- coordination of Department's Program Committees;

- maintenance of minimum standards of program and staff performance according to City-wide guidelines;

- management of Central Resources budget approved in Department estimates;

- staff recruitment and maintenance of staff relations for Central Resources.

Finally, the Team will, under the direction of the Medical Officer of Health and the Department Management Team, organize and direct special health initiatives in Health Areas on a City-wide basis.

EXHIBIT 14

ENVIRONMENTAL HEALTH AND INSPECTION SERVICES PROGRAM

An Environmental Health and Inspection Services Section will carry out Department core programs, environmental health and other assigned inspection functions for an Area Management Team.

Specifically, the functions of Environmental Health and Inspection Services will be to:

- inspect food premises, multi-occupancy dwellings, business premises and other premises identified under The Public Health Act;
- participate in environmental monitoring and community-based industrial hygiene;
- coordinate accident prevention programs and other environmental education programs;
- enforce regulations under The Public Health Act relating to communicable diseases;
- provide rodent control services under applicable by-laws;
- monitor water supplies and other public services;
- participate in all hospital infection control committees in a Health Area;
- prepare related reports to Local Board of Health.

EXAMPLES OF CURRENT DEPARTMENT ACTIVITIES TO BE ASSIGNED TO THIS SECTION

- Lodging House Inspections
- Day Care Inspections
- Food Control Program
- Milk Control Program
- Sanitation Inspections

- Rodent and Vermin Control
- Hairdresser/Barber Establishment Inspections
- Laundry Inspections
- Swimming Pool Inspections
- Second-Hand Shop Inspections
- Communicable Disease Control/Quarantine/Contact Tracing
- Hospital Infection Control Liaison
- Food Control and Sanitation Public Education
- Accident Prevention
- Environmental Health and Industrial Hygiene

NOTE: Detailed allocation of specific Health Area activities among the four Sections will be determined by the Area Management Team.

EXHIBIT 15

PERSONAL HEALTH SERVICES PROGRAM

A Personal Health Services Section will coordinate and carry out Department core programs, health assessment, health promotion, health counselling and health referral functions for an Area Management Team.

Specifically, the functions of Personal Health Services will be to:

- provide social, mental and physical health assessment programs in day nurseries, child health centres and schools and follow-up as appropriate;
- provide social, mental and physical health assessment programs in homes, institutions and other community settings and follow-up as appropriate;
- provide community-oriented health promotion programs;
- provide group counselling in social, mental and physical preventive health;
- provide family planning services and organize seminars, conferences, counselling and education referrals;
- coordinate health referral program;
- maintain patients' health records;
- monitor and ensure application of all legislation and regulations related to personal health services;
- organize seminars on health topics for staff and community;
- prepare related reports to Local Board of Health.

EXAMPLES OF CURRENT DEPARTMENT ACTIVITIES TO BE ASSIGNED TO THIS SECTION

- Nursing Services in Special Schools
- Mental Health Intervention in Day Nurseries/Schools

- Adult Protective Services Worker Program
- Mental Health Nurse Assessment, Counselling and Referral
- Health Assessments in Schools
- SCORE Program - Preschool Registration
- Hospital Health Service
- Family Planning Seminars/Conferences
- Birth Control Week
- Family Planning Hotline Referral
- Nutrition Week
- Prenatal Classes
- Health Education/Promotion
- School Health Nursing Program (excluding Preventive Clinical)
- Child Health Centre/Day Nursery Program (excluding Preventive Clinical)
- Respiratory Disease and Tuberculosis Education/Promotion/Contact-Tracing
- Sexually Transmitted Disease Control Education/Promotion/Contact-Tracing
- Community Visiting Program (excluding Preventive Clinical)
- Individual Nursing Counselling
- Healthiest Babies Possible Program
- Group Nursing Counselling
- Coordination of Nursing Care Team Conferences

NOTE: Detailed allocation of specific Health Area activities among the four Sections will be determined by the Area Management Team.

EXHIBIT 16

PREVENTIVE CLINICAL SERVICES PROGRAM

A Preventive Clinical Services Section will provide medical leadership and carry out Department core programs and the community health clinical services function for an Area Management Team.

Specifically, the functions of Preventive Clinical Services will be to:

- assess and measure the health needs of the community;
- carry out epidemiological surveys and health planning in community health problems;
- provide medical consultation to other Area Managers and community professionals, with particular reference to communicable diseases, epidemiology, community health problems and preventive medicine;
- provide health education to allied health professionals in medical matters;
- carry out community health research;
- provide hearing and vision screening programs;
- direct and coordinate immunization services and intracutaneous tuberculin testing;
- provide dental preventive and treatment services, assessment, counselling and education;
- carry out the communicable disease control and epidemiology program including sexually transmitted diseases, respiratory diseases and tuberculosis;
- participates in hospital infection control committee;
- prepare related reports to Local Board of Health.

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EXAMPLES OF CURRENT DEPARTMENT ACTIVITIES TO BE ASSIGNED TO THIS SECTION

- Immunization including Intracutaneous Testing
- Hearing Screening
- Low Vision Clinic
- Family Planning and Venereal Disease Clinics
- Employee Medical Examinations
- Primary Screening Programs
- Employee Health Emergencies
- Scoliosis Screening
- Lead Testing
- Cardiac Survey
- High Risk Monitoring (Sewage Workers)
- CPR Program
- Dental Preventive and Treatment Services/Assessment/Counselling/Education
- Medical Assessments in Schools
- Psychiatric Assessments
- Communicable Disease Control and Epidemiology (including TB and STD)
- Hospital Infection Control Liaison

NOTE: Detailed allocation of specific Health Area activities among the four Sections will be determined by the Area Management Team.

EXHIBIT 17

SUPPORT SERVICES PROGRAM

A Support Services Section will carry out the administrative and technical support function for an Area Management Team.

Specifically, the functions of Support Services will be to:

- prepare and develop a budget and perform accounting function;
- maintain personnel records;
- provide and coordinate all stenographic and clerical services;
- provide office services, including filing, incoming and outgoing mail, library, photocopying and printing, property maintenance, purchasing of all materials, supplies, equipment and general services;
- collect all statistical data, and prepare monthly statements, reports, etc.;
- interpret and communicate City and Department administrative policy and procedures to staff;
- coordinate human resources development program, including staff education;
- prepare and process reports to Local Board of Health.

EXAMPLES OF CURRENT DEPARTMENT ACTIVITIES TO BE ASSIGNED TO THIS SECTION

Preparation of:

- Program Change Statements
- Budget Submissions
- Materials/Purchase Requisitions
- Property Work Orders

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Maintenance of:

- Mail Delivery and Pick-Up Service
- Filing Systems
- Photocopying and Other Duplicating Services
- Library and Medical Journal Circulation
- Forms Control
- Personnel Records, Including Daily Memoranda of Absenteeism, Lieu Time, Overtime, Sick Pay, Vacation and Leave of Absence; Employment Records for Permanent, Temporary and Casual Employees
- Car Allowance/Mileage/Car Tickets/Parking
- Advertising Records
- Petty Cash/Disbursement Vouchers
- Long Distance Telephone Charge Records
- Equipment Inventory
- Equipment Repair Records
- Space Allocation Records

Provision of:

- Public and Telephone Reception

Note: Detailed allocation of specific Health Area activities among the four Sections will be determined by the Area Management Team.

EXHIBIT 18

COMMUNITY HEALTH INFORMATION PROGRAM

A Community Health Information Section will carry out the community health information consultant function for the Central Resources Management Team and coordinate collection, analysis and dissemination of community health information across the City as recommended by the Community Health Information Program Committee and approved by the Department Management Team. The primary function of this Section will be to provide specialized support and service to the Health Area Managers and staff.

Specifically, the functions of the Community Health Information Section will be to:

- organize and coordinate Department's Community Health Information Program Committee;
- coordinate community health information systems and core program, community health data to be collected, and method of collection and analysis on a uniform basis across the City;
- assist Department Management Team in evaluating the effectiveness of community health information core programs across the City;
- prepare reports on community health information for submission to Local Board of Health, Standing Committees of City Council and relevant ministries;
- collect, code, input and analyze vital statistics;
- organize and analyze other health data (VD, communicable diseases, hospital morbidity, etc.);
- plan and organize computer system which will analyze vital statistics and other health data collected;
- prepare profiles on health status of residents of Toronto and prepare Annual Statement on health status;
- provide professional development courses on health information methodology, e.g., data collection and data analysis;
- assist Health Areas in carrying out evaluation of programs;

- carry out special studies/health research on matters related to epidemiology, health care system, etc.;
- recommended minimum standards for health information to be applied on a City-wide basis;
- assist Central Resources Management Team and Department Management Team with the provision and interpretation of community health data required for future planning;
- carry out an ongoing review of application of community health information systems in decision-making and planning of Department;
- develop, organize and maintain a community health information resource centre for Department and community.

EXAMPLES OF CURRENT DEPARTMENT ACTIVITIES TO BE ASSIGNED TO THIS SECTION

- Demographic and Vital Statistics Collection
- Immunization Statistics
- Annual Statement
- VDT and TSO terminals
- Family Planning Resource Centre
- Health Advocacy Unit Resource Centre
- Boardroom Library
- Community Health Profiles
- Sexually Transmitted Disease, Dental and Other Health Surveys
- Health Information Standing Committee

NOTE: Detailed allocation of specific Central Resources activities will be determined by the Central Resources Management Team.

EXHIBIT 19

COMMUNITY HEALTH PROMOTION AND ADVOCACY PROGRAM

A Community Health Promotion and Advocacy Section will carry out the community health promotion and advocacy consultant function for the Central Resources Management Team and coordinate the community health education, community health promotion, advocacy, and public relations functions across the City as recommended by the Community Health Promotion and Advocacy Program Committee and approved by the Department Management Team. The primary function of the Community Health Promotion and Advocacy Program will be to provide specialized support and services to the Health Area Managers and staff.

Specifically, the functions of the Community Health Promotion and Advocacy Section will be to:

- organize and coordinate Department's Community Health Promotion and Advocacy Program Committee;
- coordinate Department's community health promotion and advocacy core programs and recommend minimum standards to be delivered across the City;
- assist Department Management Team in evaluating the effectiveness of community health education, promotion and advocacy core programs on a City-wide basis;
- prepare reports on community health education, promotion and advocacy for submission to Local Board of Health, Standing Committees of City Council and relevant ministries;
- act as community health education, promotion and advocacy consultants to Health Areas;
- carry out special community health education, promotion and advocacy initiatives on a City-wide basis;
- carry out special studies on community health education, promotion and advocacy issues;
- provide professional development courses to strengthen community health education, promotion and advocacy skills in Health Areas;

- provide specialized input to community and professional committees addressing community health education, promotion and advocacy issues;

- develop health promotion material with Health Areas, City Clerk's Department and other groups.

EXAMPLES OF CURRENT DEPARTMENT ACTIVITIES TO BE ASSIGNED TO THIS SECTION

- Tobacco Reduction Program
- Cable TV Programs
- Health Week Promotion
- Mental Health Week Promotion
- Hearing Week Promotion
- Birth Control Week Promotion
- Immunization Month Promotion
- Telephone Hotlines
- Family Planning Bulletin
- Theme and Logo Developments
- Health Education and Promotion Standing Committee
- Audiovisual Task Force
- Health Information Pamphlets and Publications
- Multiculturalism Committee
- Nutrition Week Promotion
- Community Agency Networks

NOTE: Detailed allocation of specific Central Resources activities will be determined by the Central Resources Management Team.

EXHIBIT 20

COMMUNITY HEALTH PROTECTION PROGRAM

A Community Health Protection Section will carry out the community health protection consultant function for the Central Resources Management Team and coordinate community health protection core programs across the City as recommended by the Community Health Protection Program Committee and approved by the Department Management Team. The primary function of the Community Health Protection Section will be to provide specialized support and services to the Health Area Managers and staff.

Specifically, the functions of the Community Health Protection Section will be to:

- organize and coordinate Department's Community Health Protection Program Committee;
- coordinate Department's community health protection core programs and recommend minimum standards to be delivered across the City;
- assist Department Management Team in monitoring application of community health protection core programs across the City and evaluating their effectiveness (e.g., pollution control, food control and housing);
- prepare reports on community health protection for submission to Local Board of Health, Standing Committees of City Council, and relevant ministries;
- liaise with Provincial ministries and other groups concerning community health protection issues;
- provide professional development courses on current community health protection;
- provide specialized consulting advice to Health Areas on community health protection;
- organize and coordinate Department's industrial hygiene program;
- advise Department Management Team on community health protection issues requiring future attention;

- carry out research and special studies on community health protection;

- assist Department Management Team in evaluating delivery of community health protection on a City-wide basis.

EXAMPLES OF CURRENT DEPARTMENT ACTIVITIES TO BE ASSIGNED TO THIS SECTION

- Environmental Health Standing Committee

- Department Occupational Health Representatives

- Health Advocacy Environmental Health Investigations

- Ministry of Environment Liaison Committee

NOTE: Detailed allocation of specific Central Resources activities will be determined by the Central Resources Management Team.

EXHIBIT 21

COMMUNITY DISEASE PREVENTION PROGRAM

A Community Disease Prevention Section will carry out the community disease prevention consultant function for the Central Resources Management Team and coordinate community disease prevention core programs across the City, as recommended by the Community Disease Prevention Program Committee and approved by the Department Management Team. The primary function of the Community Disease Prevention Section will be to provide specialized support and service to the Health Area Managers and staff.

Specifically, the functions of the Community Disease Prevention Section will be to:

- organize and coordinate Department's Community Disease Prevention Program Committee;
- coordinate Department's community disease prevention core programs and recommend minimum standards to be delivered across the City;
- assist Department Management Team in evaluating the effectiveness of communicable disease prevention core programs across the City;
- coordinate Department's accident prevention initiatives;
- provide professional consultant services in community disease prevention including family planning, mental health, community medicine, public health nursing, parental and child health, adult and geriatric services, nutrition, school health and dental health;
- prepare reports on community disease prevention for submission to Local Board of Health, Standing Committees of City Council and relevant ministries;
- provide staff orientation courses on Department professional minimum standards;
- provide professional development courses on current community disease prevention issues;
- carry out special studies on community disease prevention;

- advise Department Management Team on community disease prevention issues requiring future attention;

- liaise with school boards, Provincial ministries and other groups concerning the service delivery of community disease prevention programs;

- coordinate professional services provided to other City departments, teaching institutions, etc.

- provide communicable disease control consulting advice on hospital infection control.

EXAMPLES OF CURRENT DEPARTMENT ACTIVITIES TO BE ASSIGNED TO THIS SECTION

- Family Planning Network

- Prenatal Classes

- Family Planning Clinic Coordination

- Mental Health Consultation

- City-wide Dental Surveys

- Fluoridation Programs

- School Health Program Coordination

- Liaison with Boards of Education

- Sports Medicine Program

- Metro Toronto Nutrition Committee

- Coordination of Healthiest Babies Possible Program

- Liaison with University of Toronto

- Student Training Sessions

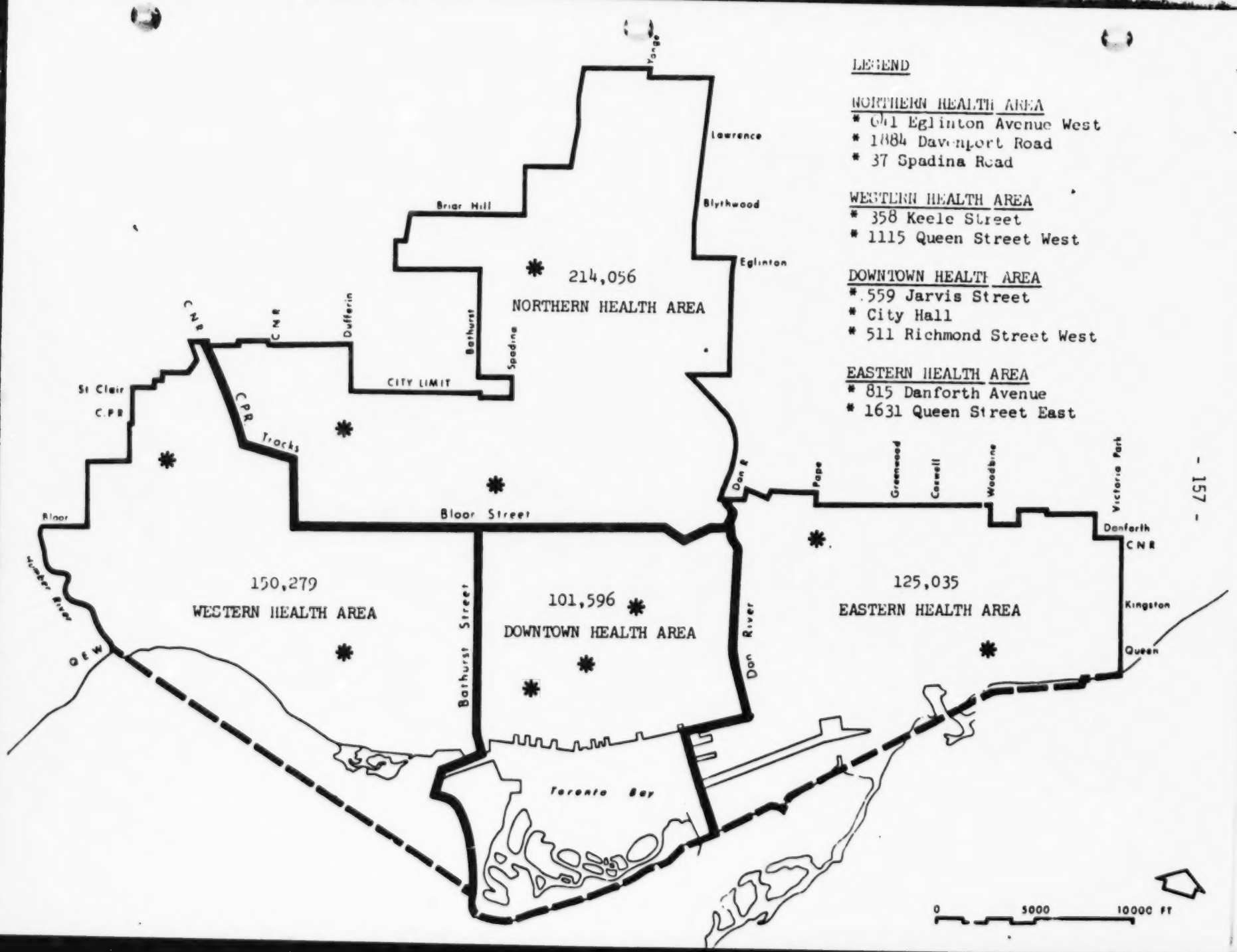
- Liaison with Ministry of Health Core Program Groups

- Liaison with Ministry of Community & Social Services (re day care/nursing homes)

- Medical Screening Surveys

- Communicable Disease Control Consulting.

NOTE: Detailed allocation of specific Central Resources activities will be determined by the Central Resources Management Team.


LEGEND
NORTHERN HEALTH AREA
* 641 Eglinton Avenue West
* 1884 Davenport Road
* 37 Spadina Road
WESTERN HEALTH AREA
* 358 Keele Street
* 1115 Queen Street West
DOWNTOWN HEALTH AREA
* 559 Jarvis Street
* City Hall
* 511 Richmond Street West
EASTERN HEALTH AREA
* 815 Danforth Avenue
* 1631 Queen Street East
214,056
NORTHERN HEALTH AREA
150,279
WESTERN HEALTH AREA
101,596
DOWNTOWN HEALTH AREA
125,035
EASTERN HEALTH AREA
Yonge
Lawrence
Briar Hill
Blythwood
Eglinton
C N R
Dufferin
Bathurst
Spadina
CITY LIMIT
St Clair
C.P.R.
C.P.R. Tracks
Bloor
Bloor Street
Humber River
Bathurst Street
Don River
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Pape
Greenwood
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Local Board of Health April 1, 1982

(Communication dated April 20, 1982
from Mrs. Anne Dubas and Mr. Don Reccord,
CUPE, Local 79)

Thank you for the opportunity to comment on the above-noted report.

The process of labour-management consultation which has taken place during the last two years has meant that many of the concerns of our members within the Public Health Department have been satisfactorily addressed in the report. However, a few issues have not been fully resolved, and we would therefore like to take this opportunity to place these issues on record.

1) Job Evaluation

As a result of the Phase I report that was adopted by Council in 1980, a number of new positions in the Eastern Health Area and the Health Advocacy Unit were created and filled. Many of these positions have still not been rated or installed. This is causing a great deal of frustration and uncertainty within the Department, and it contributes to the scepticism which many Local 79 members feel about the Phase II proposals.

At its meeting on April 22nd, City Council will be dealing with proposals from the Executive Director of Management Services and the Director of Labour Relations to clear up the maintenance backlog and reorganization backlog of Local 79 jobs by July 1st. We believe that these initiatives will allay some of the concerns of our members within the Department. However, we feel obliged to place on record that if positions created in the Phase II reorganization are not evaluated and installed within the required three-month period, such positions will be grieved.

2) Training

During the time that the Phase I reorganization was being discussed, Local 79 emphasized the need for proper training programs (particularly for clerical staff). We

have continued, in a variety of forums, to request suitable training programs, and are pleased that the Phase II report has now recognized this need.

However, we wish to ensure that the training program which the report proposes for clerical staff is of a practical nature. We also want to guarantee that it will address the specific skills which staff will need in order to perform the duties associated with the new jobs. We would therefore request that Management be asked to bring forward a detailed outline of the training program proposed in the report.

3) Promotions, Transfers and Reassignments

The report recommends that quite a few positions should be filled by appointment rather than by job posting. Some of these appointments constitute promotions rather than transfers, in which case individual members may choose to file grievances. These will naturally be processed by Local 79 in the required manner.

Although there has been some consultation regarding the reassignment of employees among the various work opportunities and work locations, it is expected that some of the staff to be reassigned have not been given their preferred opportunity or location. We trust the Department will deal with these situations in a spirit of consultation and cooperation and that, in keeping with principles outlined at various meetings of the Action Team, every effort will be made to assign staff their preferred opportunity and location.

4) Provision for Displaced Employees

The Phase II report indicates that there is only one Local 79 member who has not been accommodated within the reorganization. The recommendation dealing with this employee indicates that she will be offered another job. We appreciate this undertaking, and in keeping with the Collective Agreement we trust that every effort will be made to ensure that position(s) offered to this individual will be suitable to her experience and skill level.

A number of temporary positions with incumbents are also proposed for deletion. As you know from other reorganization reports, Local 79's position is that if

temporary employees whose jobs are deleted are unsuccessful in competing for new positions, the Department of Management Services should make every effort to ensure that these employees are placed in comparable positions within the civic service. Accordingly, we welcome the recommendation in the report that contains such an assurance for temporary employees.

Local 79 continues to offer its support for the goals and objectives of Public Health in the 1980's. However, we feel the need to express the above concerns for the record. Local 79 will be monitoring the implementation of the descriptions, salary levels and other proposals contained in the report, under the terms of the Collective Agreement. If we have any additional concerns, we will raise them with Management in the prescribed manner.

Yours truly,

(Signed)

Anne Dubas
Local 79 Reorganization
Representative

(Signed)

Don Reccord
Local 79 Reorganization
Representative

Local Board of Health April 1, 1982

(Communication dated April 26, 1982
from Mr. F.W. Ruf, President
COTAPSAI)

Reorganization - Phase II

Thank you for your letter of April 1, 1982 referring a copy of the report of the same date from the Medical Officer of Health and you respecting the above.

We have reviewed the report and have no objections to your recommendations.

Of course, the proposed new APS positions will be the subject of further review and verification in the normal manner under the Job Evaluation Programme. Furthermore, we will wish to review and comment on the report to be prepared pursuant to recommendation No. 9, on the market value of psychiatric, communicable disease control and epidemiology services, at the time such report is ready for submission.

Yours truly,

(Signed)

F. Ruf,
President

POOR

QUALITY

ORIGINAL